

PART 2 OF AGENDA

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11.2 Engineering Services

11.2.1 Heavy Plant Replacement Johnston CN 200 Compact Sweeper (File No.: .../...)

Officer **Russell Dyer**
Director Engineering

Date of Report **27 February 2012**

Disclosure of Interest by Officer **Nil**

Summary

This agenda item requests Council to allocate the under expended funds from Non Operating Expenditure Account Number 1004441 Plant & Equipment to purchase of a Johnston CN 200 Compact Sweeper.

Background

The Town of Port Hedland in its 2011/2012 Adopted Budget allocated to Non Operating Expenditure Account Number 1004441 Plant & Equipment (Landfill): \$920,000.00. The following is the breakdown of the allocated budget.

Light Vehicle Replacement	\$120,000
Landfill Vehicle Replacement	\$40,000
Replacement Waste Coordinator vehicle	\$40,000
Replacement Litter Crew vehicle	\$40,000
Traxcavator	\$680,000

The Traxcavator was purchased through Westrac Equipment Pty Ltd using the WALGA Preferred Supply TP0814 Contract. The purchase price was \$415,358.14 excluding GST.

This leaves \$264,641.86 un-allocated after the purchase of the Traxcavator.

Officers are recommending to Council to allocate these un- allocated funds to the purchase of a Johnston CN 200 Compact Sweeper.

Consultation*Internal*

- Chief Executive Officer
- Director Engineering Services
- Manager Engineering Services
- Coordinator Workshop

Statutory Implications

In accordance with:

- Local Government Act 1995 s3.57- Tenders for Providing Goods and Services
- Local Government (Functions and General) Regulations Part 4- Tenders for Providing Goods and Services
- Local Government Act 1995 s3.58

Policy Implications

2/007 Procurement Policy

Strategic Planning Implications

Key Result Area 1: Infrastructure

Goal 1: Roads, Footpaths and Drainage

To have developed network of road, footpaths and verges that are well maintained

Immediate Priority 2:

Implement Councils 5yr infrastructure maintenance and development plans across each infrastructure asset type(i.e. roads ,footpaths, drainage etc.)

Other Action 4:

Review resources that are required to maintain current and future assets.

Budget Implications

Non Operating Expenditure

Account number -1004441 Plant & Equipment

Budget \$920,000

Light Vehicle Replacement	\$120,000
Landfill Vehicle Replacement	\$40,000
Replacement Waste Coordinator vehicle	\$40,000
Replacement Litter Crew vehicle	\$40,000
Traxcavator	\$680,000

Officer's Comment

Council currently has three sweepers available for road and footpath sweeping:

- MacDonald Johnston Road Sweeper
- Green Machine Footpath Sweeper

- Toolcat which uses a modified attachment from the bobcat

The Mac Donald Johnston Road Sweeper is used to sweep the town's road network.

The Green Machine and Toolcat are used for footpath sweeping; however the Green Machine has been increasingly breaking down, causing the sweeping program to fall behind.

With the opening of the South Hedland CBD and the redevelopment of Wedge Street the area requiring cleaning has increased. The white brick paving has proven to show the red dirt and this will require sweeping on a daily basis to keep the CBD looking clean. While this might seem extra work it is not uncommon, and is what Councils do in both large rural towns and Cities.

The MacDonald Johnston CN200 would ideally compliment the whole sweeping program and would be a backup for the larger MacDonald road sweeper. The CN200 has a short wheelbase making the turning circle and manoeuvrability great in confined areas.

The unit has both lost and recirculating water tanks plus the ability to have the Hooper half full of water allowing more time sweeping between water fills. The unit has its own high pressure cleaning lance making it easy to clean footpaths, road pavements or street furniture.

The machine is designed for worldwide conditions at 50 degrees ambient temperature. This has been a problem for the Green Machine with overheating occurring during the summer months.

Officers are requesting Council to allocate \$172,950.00 from Account Number 1004441 Plant & Equipment as identified in the savings from the purchase of the Traxcavator.

Officers will use WALGA's Preferred Supply Panel for Provision of Sweeping Equipment Contract 0985.

The purchase of the sweeper will continue to improve the standard of cleaning of footpaths, roads and street furniture.

Attachments

1. Quotation No 101989-3

201112/366 Officer's Recommendation/Council Decision

Moved: Cr A A Carter

Seconded: Cr M Dziombak

That Council authorise \$172,950.00 from Account Number 1004441 Plant & Equipment for the purchase of a MacDonald Johnston CN 200 Compact Sweeper.

CARRIED 7/0

ATTACHMENT 1 TO ITEM 11.2.1



Quotation No. 101989-3

Monday, February 27, 2012

Chief Executive Officer
Town of Port Hedland
PO Box 41
PORT HEDLAND 6721

**WALGA PREFERRED SUPPLY PANEL FOR PROVISION OF SWEEPING
EQUIPMENT QUOTATION CONTRACT 0985**

**TOWN OF PORT HEDLAND – REQUEST FOR QUOTATION
SUPPLY & DELIVERY OF ONE (1) COMPACT FOOTPATH / STREET SWEEPER**

Dear Sir,

We have pleasure in submitting our proposal for the supply and delivery of one (1) Johnston CN200 compact footpath, street and car park sweeper suitable and in accordance with the Town of Port Hedland's operational and specification requirements.

The Johnston CN200 Compact Sized Sweeper as offered is fitted with the VM low emissions D754 Euro 5 compliant diesel engine with low average fuel consumption between 5.6lt~7.7lt per hour subject to sweeping conditions and transit distance providing a low operating cost.

The CN200 Compact Medium Sized Sweeper has been designed specifically for high extended productivity and sweeping performance with an unbeatable suction, hopper capacity and manoeuvrability. The City of Subiaco, South Perth, Town of Victoria Park and the City of Rockingham currently has a unit in operations and has done so for many years operated this model of machine upon similar tasks to that intended within the Town of Port Hedland.

With over 50 years experience in supplying products to the industry, As an ISO9001 accredited manufacturer, we have invested significantly to ensure our products will continue to meet your needs whilst incorporating an ergonomic focus for operators and low environmental impact.

Registered Office
65-73 Nantilla Road, Clayton North
Victoria Australia 3168
Tel (03) 9271 6400 Fax (03) 9271 6480
ABN 68 004 992 090

Branch Offices
Brisbane : 10 Moonbi St. Brendale QLD 4500
Sydney : Unit2/9 Enterprise Pl. Wetherill Park NSW 2164
Melbourne : Unit 6, 80Fairbank Rd. Clayton South VIC 3169
Adelaide : 4 Newcastle Cres. Cavan SA 5094
Perth : 239 Collier Rd. Bayswater WA 6053

Tel (07) 3480 6000
Tel (02) 9756 1622
Tel (03) 8558 3600
Tel (08) 8168 2222
Tel (08) 9271 8455



www.macdonaldjohnston.com.au





Included in our submission is technical information to assist with the assessment of our unit. We trust our tender submission meets with the Shire of Busselton's further interest.

Should the Town of Port Hedland require any further information or clarification, please do not hesitate to contact the undersigned.

Yours sincerely,

A handwritten signature in blue ink that reads "Michael Scott P.P.".

MICHAEL SCOTT
State Sales Manager
WA Branch



Quotation: Johnston CN200 Compact Suction Sweeper

Key Features

New Walk through Cab	Provides driver and passenger with more space than ever before, whilst the newly designed windscreen delivers greatly improved visibility.
Front Brushes	Simple and intuitive to operate the CN200's front brushes provide a flexible sweeping performance to suit all environments.
New CAN view System	Enables operator to monitor sweeping performance in an accessible, organised format, whilst the system's diagnostic capabilities radically reduce downtime.
Steering	The C200 uses forklift technology combined with a short wheelbase to achieve a small turning circle for excellent maneuverability.

Base Specification

Chassis/Cab	Custom made by Johnston with quiet cab (left-hand drive), air suspended drivers seat, passenger seat, knock-down beacon, reverse audible warning device with night silent override, engine rpm indicator, heater control with 2 speed fully recirculating fresh air control, radio/CD, high level worklights, heated windscreen with 2 speed and intermittent windscreen wiper, performance monitor, inertia lap seat belt (pair) and cruise control.
Engine	VM 2.8 litre (Euro V). Turbocharged diesel engine Max speed of 40km/h and cold start to -15°C
Wheels	Front & rear suspension, front – 6.50 R10, rear 225/75 R10 low profile tyres
Brakes	Front & rear servo assist drum. Parking brake via rear drum
Hopper	4003 stainless steel construction, 1.5m discharge height and 45° angled tip. Heavy-duty multivane impeller with wear resistant self cleaning blades. Suction in the hopper based on the Johnston Air Circuit principle.
Brushes	850mm diameter front mounted poly brush with hydraulic actuation. Adjustable to 125 rpm with 1440mm max. reach on each side. Independent pressure adjustable, forward & side impact protection.
Nozzle	Suction nozzle with guide wheels, unique lift mechanism allows collection of bulky objects.
Water Tank	Lost water (pannier 157 litres) & Recirculation system (250 litres)
Also includes:	Paint (cab, side & rear panels – single colour (White); chassis, tanks & hopper - Grey, durable easy to clean 2-pack gloss), Toolkit (incl. Grease gun, spanner & screwdriver set), Parts/Maintenance Manual, Drivers Manual.



The base unit also includes the following features:

- Air Conditioning
- Sweep Performance Monitor: Measures Total distance Swept, Total distance traveled, Total Hours Swept
- Supawash – Peak 9L/Min. @ 68 Bar with 10m Hose
- Leaf-flap, For ingestion of bulky debris
- Glide Suspension system – Coil over damper
- Low Level Water Indicator

Following Optional Items are provided for consideration above Standard to conform To the Town of Port Hedland Operational/Specification & General WA Industry Specification:

- Program Upgrade 40~50km/hr road speed.
- Detergent injection to supa wash.
- Rear view colour CCTV C/w 5" monitor and anti theft cover fitted to camera. (Mandatory under OHAS Regulations)
- Rear mounted strobe type high visibility light bar.
- Battery isolator.
- Driver & passenger heated rear view mirrors.
- Canvas type seat covers.
- 1 kg fire extinguisher in cab mounted.
- LHS & RHS high pressure nozzle spray system as per our demo machine.
- Hoe two piece (Suction nozzle blockage clearance tool)
- Over load indicator.
- Hopper Re-circ water shut off valve.
- Heavy duty centrally located remote greasing system.
- Spare wheels front & rear.
- Sign writing as per the existing fleet livery.
- Operator technical/parts manuals both hard copy & CD.
- Four (4) days driver & workshop maintenance training undertaken at Port Hedland inclusive of flights & accommodation costs.
- Three (3) sets of keys.
- Additional set of brooms Poly/Wire type in lieu of standard Poly.
- Vehicle registration.
- Delivery to Town of Port Hedland Works Depot.
- Extended 24 Months 4,800 hrs warranty. (Offered Standard @ No Additional Cost)

Total Price of MacDonald Johnston CN200 Compact Suction Sweeper

Total Investment Price ~ (Excluding GST):	\$	172,950.00
Plus GST @ 10%:	\$	17,295.00
Total Investment Price ~ (Including GST):	\$	190,245.00

Total Price of MacDonald Johnston CN201 Model Compact Suction Sweeper

Total Investment Price ~ (Excluding GST):	\$	181,000.00
Plus GST @ 10%:	\$	18,100.00
Total Investment Price ~ (Including GST):	\$	199,100.00

Please note: A \$4,608.00 Plus GST Parts & Service credit volume Rebate would be provided upon an additional second machine.



Warranty	<p>MacDonald Johnston CN200 Sweepers are warranted against defective workmanship or materials for 24 months or 4,800 hours.</p> <p>For full details of the Warranty on MacDonald Johnston Road Sweepers, refer to the Warranty Policy.</p>
Quality	<p>Our dedication to providing a product of the highest quality is enhanced with accreditation to ISO 9001 Quality Assurance System. This accreditation ensures that quality procedures and planning are followed throughout the manufacturing process</p>
Operator Training	<p>Our policy is to make available at the time of delivery, the services of a properly trained operator who will, without charge, train your operators in the effective and safe use of the machine.</p> <p>We will also advise your service department about effective maintenance of the vehicle in accordance with our guidelines.</p>
Service	<p>Through our 5 retail facilities and numerous on site service vans our fully trained service staff are there to support you in the event of any service difficulties.</p> <p>We can provide a schedule of preventative maintenance should you so desire. In addition we also offer full contract maintenance and repair service covering this equipment.</p>
Spare Parts	<p>With over 6,000 part lines on shelf at all times, MacDonald Johnston assure that all your spare parts requirements throughout the life of your product are provided.</p>
Delivery	<p>Based on our current stock availability Ex MJ Bayswater, after fitting the machine with your required specified items, delivery could commence within four (4) weeks from receipt of an order subject to the availability of current stock units and prior orders.</p>
Validity:	<p>All prices are firm for a period of thirty (30) days only and may be subject to variation after that time and subject to MacDonald Johnston Pty Ltd Terms and Conditions – Sale of Equipment available upon the Vendors web site.</p>
Terms	<p>Net seven (7) days from date of invoice and delivery.</p>
Specification Data	<p>As a result of our commitment to continuous product improvement MacDonald Johnston reserves the right to vary specification at any time.</p>
Note	<p>MacDonald Johnston Sweepers conform to all Australian Design Rules (ADRs) and State Regulations relating to Mobile Special Purpose Vehicles.</p>

11.2.2 Request for Proposal 12/03 – Development of Airport Hotel at Port Hedland International Airport (File No.: 01/04/0003)

Officer	Sara Bryan Acting – Manager Investment and Business Development
Date of Report	23 February 2012
Disclosure of Interest by Officer	Nil

Summary

This item requests the Council to approve selection criteria to form part of the Request for Proposal (RFP) documentation for the proposed development of an Airport Hotel at Port Hedland International Airport.

Background

In April 2011, Council advertised an Expression of Interest, (EOI) for the Development of an Airport Hotel EOI 11/1 Australia wide for a period of three (3) months. Following this advertisement, the Town received a huge amount of interest leading to receipt of eleven (11) submissions at close of the EOI.

The results of the assessments of the submissions were presented at Special Council Meeting held 12 October 2011, where Council resolved the following:

“201112/160 Officer’s Recommendation / Council Decision

Moved: Cr A A Carter Seconded: Cr D W Hooper

That Council:

- 1. Acknowledge the progress made by the Airport Committee on the expression of interest for the Airport Hotel.*
- 2. Authorise the Chief Executive Officer or his delegate to invite all ten (10) respondents to make a submission on a Request for Proposal (RFP).*
- 3. Request the Airport Committee to report back to Council with the assessment criteria for the airport hotel, in due course.*

Carried

5/0”

On 13 October 2011, a meeting was held with the Airport Committee with the purpose to workshop the criteria to comprise of the Request for Tender document.

The criteria developed by the Airport Committee as a result of this workshop are contained herein.

Consultation

Internal

- Director Engineering Services
- Manager Airport Operations
- Manager Infrastructure Development

External

- Airport Committee

Statutory Implications

In respect of this item, Regulation (14 (2a) is applicable;

14. Public inspection of certain documents relating to council or committee meetings — s. 5.25(1)(j)

(1) A local government is to ensure that notice papers and agenda relating to any council or committee meeting and reports and other documents which —

(a) are to be tabled at the meeting;

Policy Implications

Town of Port Hedland Policy Manual 2010 – 2011

11. AIRPORT, TOURISM AND ECONOMIC DEVELOPMENT

11/001 TOURISM POLICY

Strategic Planning Implications

Key Result Area 1:	Infrastructure
Goal 2:	Airport
Priority 1:	Complete the development of the Airport Land Development Plan and commence implementation of the key initiatives that are identified.
Key Result Area 4:	Economic Development
Goal 1:	Tourism
Priority 4:	Develop additional tourist information at Town entry points and other focal points within the Town.

Key Result Area 4:	Economic Development
Goal 3:	Business Development
Priority 2:	Review alternatives for additional business opportunities at the PHIA including tourism.
Priority 4:	Investigate new business/revenue streams for the Town.

Budget Implications

In June 2011, Officers obtained a valuation for the both the freehold value and ground lease rental value of the location identified as 'Option 1' within the EOI document – Attachment 1

Based on the assessment of the information provided with the EOI submissions and recommendations from a workshop it is proposed that the land ownership model is to be leasehold.

As 6 months have elapsed since the date of the valuation, a fresh valuation will need to be sought in regards to any potential disposal to ensure compliance with the Local Government Act. Should council resolve to proceed with any of the proposals following the RFP process, notification of the most current valuation will be provided to Council in due course.

Officer's Comment

The information requested in the EOI document was broad in nature. The purpose of this approach was to determine the viability of the development of an airport hotel at the Port Hedland International Airport.

Following assessment of the details provided within the EOI submissions, the information requested in the RFP will further define the required scope of works and criteria for the development.

It will be specified within the Proposal documentation that the Town expects that the submission received during the Expression of Interest process will form part of the specific requirements of the contract.

Selection Criteria

It will be requested that the Proposal must include the following information:

Proposed Development		
Location		Location of the hotel development to be within the parcel of land at the existing entrance to the airport, bounded by the Great Northern Highway, Waldron Drive and the Long Term Car Park, as identified in the Expression of Interest document.
Hotel	Room #'s	The hotel will offer a minimum number of 200 rooms
	Star Rating	The hotel will be a minimum 3.5* rating, as determined by STAR ratings Australia
	Restaurant	The hotel will offer a restaurant which will have demonstrated capacity to service public patrons.
	Meeting Rooms	The hotel will provide a minimum of 2 meeting rooms which will be accessible to the public.
	Café	The hotel will provide a café for public use.
	Retail	The provision of convenience retail is desirable.
Other Facilities	Gym	The hotel will provide a gym for the use of hotel guests.
	Pool	The hotel will provide a pool for the use of hotel guests.
Utilisation of Hotel and Associated Facilities	Complimentary to an International Airport	The hotel will be accessible 24 hours a day 365 days a year and will offer short stay accommodation options.
	Market	The hotel will accommodate tourism and will have demonstrated connections to international and interstate destinations.
	Branding	The hotel booking system will be compatible with the Global Distribution System.
	Public Accessibility	The hotel will be accessible to the public.
	Staff Accommodation	The proposal will address accommodation for both construction and operational staff.
Physical Description of Proposal	Aesthetics of proposal	The hotel will provide an entry statement to Port Hedland from both air and road.
	Design & Structure	The site coverage will be predominantly contained as one complete structure.
	Infrastructure	The proposal will contain a detailed drainage, sewerage and Waste Water Plan.
Land Ownership	Leasehold	The proposal will contain details of the

Model		proposed term, options, rent, and rent reviews for lease of the land subject to this Proposal.
Size of Development		The development will be contained within the 56,000m ² parcel as identified in the Expression of Interest document.
Impact on Airport Operations		Potential impacts on airport operations, both positive and negative should be addressed within the proposal.
Community Benefits	Community Use Facilities	The provision of facilities for public/community use must be addressed within the proposal.
	Local Employment and Training	Proposal to include details of local employment and training plans.
	Use of Local Goods and Services	The proposal will contain details of the use of local industry for goods and services.
	Environmental Efficiencies	The provision of environmentally efficient elements is desirable.
Timing of Development (Stage 1)		Following the issue of building licence, it is desirable that the hotel will be operational within 18 months. Any timelines proposed outside of this parameter must be particularised and negotiated with the Principal.

Qualitative Criteria

The weightings proposed to be used in assessment of the Selection Criteria will be scored as per tables below:

Criteria	Weight
The aesthetic nature of the proposal relative to the site location being an international airport	40%
Proposed public amenity and community benefits	20%
The use of local industry for the supply of goods and services	10%
Return to Council from the Lease	30%

Attachments

1. Expression of Interest 11/01 Development of Airport Hotel

201112/367 Officer's Recommendation/Council Decision**Moved: Cr A A Carter****Seconded: Cr J M Gillingham****That Council:**

- 1. Requests the CEO to invite all ten (10) respondents to submit a Request for Proposal for the development of an Airport Hotel at the Port Hedland International Airport with the following criteria:**

Criteria	Weight
The aesthetic nature of the proposal relative to the site location being an international airport	40%
Proposed public amenity and community benefits	20%
The use of local industry for the supply of goods and services	10%
Return to Council from the Lease	30%

- 2. Request the CEO to obtain a valuation for the ground lease rental value for the land.**

CARRIED BY ABSOLUTE MAJORITY 7/0

11.2.3 ***Request for an Order of Magnitude Estimate for a Waste Water Treatment Plant and Associated Works at the Port Hedland International Airport (File No.: .../...)***

Officer	Russell Dyer Director Engineering
Date of Report	29 February 2012
Disclosure of Interest by Officer	Nil

Summary

The purpose of the report is to request an Order of Magnitude Estimate be completed to understand the cost associated with the purchase of a Waste Water Treatment Plant and Associated works to be located at the Port Hedland International Airport.

Background

During the construction of the culverts for the Taxiway Extension the contractor claimed a latent condition beneath the culverts being that the open trenches were filling with water which had an effluent odour. As a precaution samples were taken to establish if this was from a perched water table or from some other source.

The samples taken came back showing levels of nitrate. As this is an indication that effluent water is present it was decided to carry out a groundwater investigation

Rowcon Pty Ltd, Environmental Engineers, were engaged to conduct the preliminary investigation which resulted in 6 bore holes being drilled to a depth of 2.4m with water samples then taken for analysis. The above samples all returned positive for nitrate with the amount of nitrate increasing in some of the samples.

Investigations with the Department of Water indicated that a perched water table presumed active in the wet season for 2 – 3 months only was in the Airport location.

There are two Transient Worker Accommodation (TWA) camps located to the north of the Runway 14/32 in Precinct Two. Port Haven, which has 1202 rooms with a nominal 1600 man capacity package sewage treatment plant with a nine hectare surface spray irrigation field to release treated waste water and Auzcorp (Mia Mia Camp) who operate a 192 room camp with an evaporative pond sewerage system.

The presence of nitrate at the taxiway culvert works suggested that the water from sewage disposal may have travelled via the water course to the taxiway.

The immediate concern was that the continuous disposal of sewage water may mean that the perched water table which extends below the runway would become a continuous flow rather than a seasonal one and in time destabilise the structural integrity of the runway.

After consultation with Rowcon Pty Ltd, it was decided to employ a Hydrologist and to conduct a drilling program which included another 17 bore holes to establish if the sewage water was going to impact the perched water table. The bore holes were all surveyed and the water level was established in each bore hole. A sample was taken from each bore hole to check if nitrate was present.

Airy Taylor Structural Engineers indicated that provided the water table remained 1.6 meters or below the runway, then there should be no problem with the runway.

As a result of this work the water levels in the monitoring bores suggest that there is no risk to the Runway14/32 at this time but the bores should be continually monitored to identify if changes in water levels will pose a risk to runway infrastructure in the future. It was also recommended that where possible Council should stop disposal of sewage effluent at the Airport so as to minimize the perched water table effect.

The Airport Land Use Master Plan has identified Precinct Two as a location for future Transient Worker Accommodation (TWA). As a result of this, Council have been approached by Mineral Resources Limited (MRL) for the development of a Transient Workers Accommodation Camp on Part of Lot 2444 on Precinct Two and Auzcorp for an extension of their camp from 192 to 255 rooms.

During discussions with MRL officers have advised that the disposal of effluent on site would not be allowed.

MRL were also advised that Council would be considering a package treatment system to treat and dispose of waste water from the airport building and a sewage connection point would be considered in Precinct Two. Auzcorp currently have approval for their evaporative pond sewage system, however a new package treatment system could also negate the need for their pond, which is a problem with it attracting birds to the Airport.

Consultation*Internal*

- Airport Manager
- Director Engineering Services
- Manager Environmental Health

External

- Rowcon Pty Ltd
- Airy Taylor Structural Engineers

Statutory Implications

In accordance with:

- Local Government Act 1995 s3.57- Tenders for Providing Goods and Services
- Local Government (Functions and General) Regulations Part 4- Tenders for Providing Goods and Services
- Local Government Act 1995 s3.58

Policy Implications

Council's Procurement Policy 2/007 and Tender Policy 2/011.

Strategic Planning Implications

Key Result Area1:	Infrastructure
Goal 2:	Airport
Immediate Priority 1:	Complete the development of Airport Land Development Plan and commence implementation of key initiatives that are identified.
Immediate Priority 2:	Progress planning and design for an upgraded and extended terminal building.

Budget Implications

The Airport Capital Works Reserve balance at the end of February is \$11,464,452.15

Attachments

Nil

Officer's Comment

Water Corporation currently has no plans to connect the Port Hedland International Airport to deep sewerage.

To enable the development of Precinct Two and the terminal extensions the issues of sewage treatment need to be addressed. The existing system that is in operation for the airport terminal is now causing problems with the increased passenger numbers using the terminal.

Officers have investigated what options are available with regard to current demand for sewerage treatment, and future demand to facilitate Airport Growth.

From the investigations it is recommended that Council install a Package Sewerage Treatment Plant. These plants have the ability to expand if required and also produce an A Class waste water which has commercial opportunities, as the demand for construction water currently in Port Hedland cannot be met by the Water Corporation.

Officers in discussion with the Department of Health (DOH) have received a copy of the Guidelines for the Non-potable Uses of Recycled Water in Western Australia .The objectives of the guidelines are to maximize the reuse of recycled water through minimising and managing any risks associated with its use.

It is proposed to install a Package Sewerage Treatment Plant that has the capacity to handle the current requirements but also has the ability to cater for the proposed hire car development. In an earlier presentation to Council it was indicated that six million dollars would be an estimate of these costs.

It is now recommended that an Order of Magnitude Estimate be done so Council has the total cost and scope of works that are required to deliver this project.

201112/368 Officer's Recommendation/Council Decision

Moved: Cr A A Carter

Seconded: Cr G A Jacob

That Council:

- 1. Request the CEO to provide Council with an Order of Magnitude Estimate for the installation of a Package Sewerage Treatment Plant and associated works to enable the continued development of the Port Hedland International Airport; and**
- 2. Be provided with a report back to consider allocating funds from the Airport Capital Reserve to purchase a Package Sewerage Treatment Plant and associated works.**

CARRIED 7/0

6:27pm Councillor J E Hunt declared a Financial Interest in Agenda Item 11.2.4 'Contract 11/18 Civil Works & Housing Construction (General Practitioner Housing Stage 1) – Variation to Scope (File No.: 03/09/0006)' as she is a BHP Billiton shareholder with shares over the statutory limit.

Councillor J E Hunt left the room

11.2.4 *Contract 11/18 Civil Works & Housing Construction (General Practitioner Housing Stage 1) – Variation to Scope (File No.: 03/09/0006)*

Officer Anthony Williams
Project Development
Officer

Date of Report 23 February 2012

Disclosure of Interest by Officer Nil

Summary

The purpose of this report is to request approval for a scope and contract value variation for Contract 11/18 Civil Works and Housing Construction (General Practitioner Housing-Stage 1) awarded to Pilbara Constructions.

Background

At the Ordinary Council Meeting on 25 May 2011 Council awarded Tender 11/18 for Civil Works and Housing Construction (General Practitioner Housing-Stage 1) to Pilbara Constructions for the lump sum price of \$4,095,000 (ex GST) with the following conditions:

“201011/389 Officer’s Recommendation / Council Decision

That Council:

- 1. Awards Tender 11/18 Civil Works & Housing Construction (General Practitioner Housing – Stage 1) to Pilbara Construction Pty Ltd for the lump sum price of \$4,095,000 (ex. GST) at Lot 5551 Dempster Street, Cooke Point*
- 2. Authorises the Chief Executive Officer (Director Community Development and Manager Infrastructure Development) to negotiate with Pilbara Construction Pty Ltd regarding the final site masterplan and resultant number of general practitioner houses (at least 6 houses) to be constructed in Stage 1.*
- 3. Notes that the remaining budget allocation (\$405,000) is to be retained as a contingency”.*

At that time the confirmed funding totaled \$4,500,000.00 (ex. GST) provided from the following sources:

Funding Bodies	Amount
Town of Port Hedland	\$1,500,000.00
Royalties For Regions	\$1,500,000.00
BHP Billiton	\$1,500,000.00
Total	\$4,500,000.00

Since awarding the contract BHP Billiton has provided an additional \$750,000 towards the project. This has been allocated within the 2011/12 adopted budget.

The project development site is subject to Scheme Amendment No. 45 (GP Amendment) which was initiated at Council's Ordinary Meeting on 27 July 2011. The GP Amendment proposes to, when gazetted, rezone part lot 5551 on plan 240246 from "Park and Recreation" Reservation to "Health Services Housing".

A Coastal Process Setback Report was completed and endorsed by the Department of Planning Coastal Planning Unit. This report recommended that no development occurs within the 1:500 year inundation area, which impacts on the original Contract 11/18 scope to complete civil works and servicing on the entire site.

The development potential of the site was reviewed in accordance with WAPC requirements for coastal setbacks and the requirement for additional housing. A Development Application was submitted to Council based on these outcomes and approved at the Special Council Meeting on 30 November 2011 with the following (part) resolution:

"201112/224 Officer's Recommendation / Council Decision

That Council:

- 1. Approves the application submitted by RPS on behalf of the Town of Port Hedland, for Grouped Dwellings – 7 Grouped Dwellings on Part Lot 5551 Dempster Street Port Hedland, subject to the gazettal of Scheme Amendment"*

Although Council has approved the revised contract scope of works based on the Development Application approval, the variation to Pilbara Constructions contract has not yet been considered formally by Council, hence this report.

Consultation

Internal

- Director Community Development
- Manager Infrastructure Development

- Project Development Officer

External

- BHP Billiton Iron Ore
- Pilbara Constructions
- RPS – Project Managers
- Western Australian Planning Commission (WAPC)

Statutory Implications

The tender for the Civil Works and Housing Construction (General Practitioner Housing - Stage 1) was called in accordance to the *Local Government Act (1995)*:

“3.57. Tenders for providing goods or services

(1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.

(2) Regulations may make provision about tenders.”

Variations to contracts in excess of staff delegations require formal Council approval.

Policy Implications

Tender 11/18 was awarded in accordance with Council’s Procurement Policy 2/015 and Tender Policy 2/011.

Strategic Planning Implications

This project relates to the following section Council’s Strategic Plan 2010 – 2015:

Key Result Area 3:	Community Development
Goal Number 4:	Healthy Community
Immediate Priority 1:	Implement plans for the development of subsidized housing for General Practitioners within the Town.
Other Action 1:	Ensure that future planning for health services covers both Port and Hedland’s growth and retaining specialist health services.

Budget Implications

BHPBIO has provided an additional \$750,000 (ex GST) towards the GP Housing project on the condition that additional housing would be provided. This has been allocated in the 2011/12 adopted budget as per the table below:

Funding Bodies	Amount
Town of Port Hedland (816401)	\$1,500,000.00
Royalties For Regions (816402)	\$1,500,000.00
BHP Billiton (816403)	\$1,500,000.00
BHP Billiton – additional (816403)	\$750,000.00
Total	\$5,250,000.00

Negotiations with Pilbara Constructions for the provision of additional housing (7 in total) and associated civil works in accordance with WAPC requirements result in a revised contract value of \$4,945,050.00, an increase of \$850,050.00. This has been assessed and deemed acceptable for the scope of works.

All costs associated with the project including expenditure to date, works under contract, this variation and forecast costs are within the project budget. Refer to the table below for a breakdown of costs:

Expenditure Summary	Amount (ex GST)
Expenses to Date (10/11) Planning	\$72,839.71
Expenses to Date (11/12) Planning	\$6,318.18
Expenses to Date (11/12)	\$45,380.00
Pilbara Construction Contract 11/18	\$4,095,000.00
Pilbara Construction Variation	\$850,050.00
Forecast Project Expenses	\$60,000.00
Total	\$5,129,581.89
Project Budget	\$5,250,000.00
Total Remaining for Contingency	\$120,412.11

Officer's Comment

The original scope awarded to Pilbara Constructions included the construction of 5 houses and civil works to the entire site. Pilbara Constructions were required to submit a variation to Contract 11/18 based on the revised scope as approved in the Development Application on 30 November 2011. This consists of:

- Construction of two (2) 4 bedroom, 2 bathroom dwellings
- Construction of five (5) 3 bedroom, 2 bathroom dwellings
- Civil construction and service provision to the site above the 1:500 year inundation area as required by WAPC

Refer to Budget Implications for details on the variation values and impact on the budget.

The scope of Pilbara Constructions proposed contract variation has been reviewed by Council officers and forwarded to BHPIO officers for approval. BHPIO has confirmed its agreement to the changes to the project scope and is formalising their internal project variation documentation.

A formal approval for the scope variation and adjustment to the Contract value is requested.

Attachments

1. GP Housing Site Masterplan

201112/369 Officer's Recommendation/Council Decision

**Moved: Cr A A Carter
Jacob**

Seconded: Cr G A

That Council:

1. **Approves the variation to the project scope for Contract 11/18 Civil Works and Housing Construction (General Practitioner Housing-Stage 1) to include:**
 - a) **Construction of two (2) 4 bedroom, 2 bathroom dwellings**
 - b) **Construction of five (5) 3 bedroom, 2 bathroom dwellings**
 - c) **Civil construction and service provision to the site above the 1:500 year inundation area as required by WAPC**
2. **Approves the variation to Contract 11/18 Civil Works & Housing Construction (General Practitioner Housing – Stage 1) to Pilbara Construction Pty Ltd for the lump sum price of \$850,050.00 (ex GST) to accommodate the above scope variation**
3. **Notes the revised total value for Contract 11/18 Civil Works & Housing Construction (General Practitioner Housing – Stage 1) is \$4,945,050.00 (ex GST)**

CARRIED 6/0

6:28pm Councillor J E Hunt re-entered the room and resumed her chair.

Mayor K A Howlett advised Councillor J E Hunt of Council's decision.

ATTACHMENT 1 TO ITEM 11.2.4



PROPOSED SITE PLAN
 SCALE: 1:100
 CONCEPT SITE PLAN ONLY
 AERIAL PHOTOGRAPHY SHOWING INDICATIVE TSOB TIDAL SURFACE (LANDSLIDE DEPOSITED PLANING)

SITE AREA SCHEDULE		
*Fig. Areas to be confirmed		
SITE No.	SITE AREA	OPEN SPACE
SITE 1	388 sqm	64 %
SITE 2	397 sqm	64 %
SITE 3	448 sqm	62 %
SITE 4	388 sqm	64 %
SITE 5	476 sqm	67 %
SITE 6	427 sqm	66 %
SITE 7	410 sqm	66 %

PROPOSED SITE PLAN
GP HOUSING - PORT HEDLAND

Hodge Collard Preston
 ARCHITECTS

Third Floor, 38 Richardson Street,
 PO Box 713, West Perth, WA 6872
 Ph: (08) 9322 5144
 Fax: (08) 9322 5740
 Email: admin@hodgepreston.com

SCALE 1:100 DATE: 07.09.2011 DWG No. 26.11 SK02_J

6:28pm Councillor D W Hooper declared a Financial Interest in Agenda Item 11.2.5 'Request for Tender 11/36 – Artwork Integration into Adventure Playground, Cemetery Beach Community Park Duplication, Port Hedland (File No.: 21/07/0018)' as he has a close association with one of the applicants.

Councillor D W Hooper left the room

6:28pm Councillor J E Hunt declared a Financial Interest Interest in Agenda Item 11.2.5 'Request for Tender 11/36 – Artwork Integration into Adventure Playground, Cemetery Beach Community Park Duplication, Port Hedland (File No.: 21/07/0018)' as she is a BHP Billiton shareholder with shares over the statutory limit.

Councillor J E Hunt left the room

11.2.5 *Request for Tender 11/36 – Artwork Integration into Adventure Playground, Cemetery Beach Community Park Duplication, Port Hedland (File No.: 21/07/0018)*

Officer Rob Baily
Projects Coordinator

Date of Report 27 February 2012

Disclosure of Interest by Officer Nil

Summary

The purpose of this report is to recommend to Council the award of Request for Tender (RFT) 11/36 – Artwork Integration into Adventure Playground, Cemetery Beach Community Park Duplication, Port Hedland.

RFT 11/36 is a separate sculptural project that forms part of the larger civil landscape works currently under construction by DME Contractors through Tender 11/25 awarded at the Ordinary Council Meeting on 14 December 2011.

Background

At the Ordinary Council Meeting on 16 November 2011, Expression of Interest - 11/24, Artwork Integration into Adventure Playgrounds, Cemetery Beach, Council resolution 201112/225 was to award prequalification to tender to three artist's/artist groups -

“ 201112/225 Officer’s Recommendation / Council Decision

Moved: Cr A A Carter Seconded: Cr J M Gillingham

That Council:

1. *Advise the following applicants that their submission for Expression of Interest 11/24 Artwork Integration into Adventure Playground has been successful:*
 - *FORM*
 - *Natural Play & Terry Farrell Architect*
 - *Judith Forrest*
2. *Invite the successful applicants to submit a tender for the artwork integration into adventure playground for the Cemetery Beach expansion project”*

Request for Tender 11/36 was subsequently sent out to the three prequalified artists/artist groups with a closing date of 22 February 2012.

Consultation

Following the earlier consultation process carried out at the Expression of Interest 11/24 stage of prequalifying the final three artists, the same officers were used to evaluate the RFT stage to ensure consistency in the evaluation process.

Officers present to evaluate the RFT submissions were:

- Manager Infrastructure Development
- Manager Community Services
- Coordinator of Community and Cultural Development
- Projects Coordinator Infrastructure Development

Statutory Implications

This Tender was called in accordance with the *Local Government Act (1995)*:

“3.5.7 Tenders for providing goods or services

- (1) *A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) *Regulations may make provision about Tenders.”*

Local Government (Functions and General) Regulations 1996:

Division 2 — Tenders for providing goods or services (s. 3.57)
11. Tenders to be invited for certain contracts

- (1) *Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$100 000 unless subregulation (2) states otherwise.*

Policy Implications

This Request for Tender was called in accordance with Council's Procurement Policy 2/007 and Tender Policy 2/011.

Strategic Planning Implications

Key Result Area 2: Community Pride
 Goal 1: Townscape
 Immediate Priority 3: Develop plans for the upgrades of existing parks (Cemetery Beach, Rock of Ages and Marrapikurinya) plus the development of new parks. Install public art to improve sense of place.

Budget Implications

The full budget allocated for the Cemetery Beach Park duplication project is based on \$1.5 million from BHPBIO and \$2.25 million from Royalties for Regions (R4R) providing a total of \$3.75 million.

The allocated amount for the artworks/adventure space is budgeted at \$290,000 (ex GST) and has been included in the overall budget allocation. The Request for Tender specified the budget amount allocated for this component of the project.

PROJECT INCOME	\$	PROJECT EXPENDITURE	\$
BHPB Funding 2010/11	\$250,000	Consultation and design	\$250,000
BHPB Funding 2011/12	\$1,250,000	Adventure Playground	\$300,000
Royalties for Regions	\$2,250,000	Construction	\$2,700,000
		Project management and administration	\$50,000
		Contingency	\$450,000
TOTAL INCOME	\$3,750,000	TOTAL EXPENDITURE	\$3,750,000

Officer's Comment

The Request for Tender 11/36 was opened in the presence of a Councillor and Town of Port Hedland officers at 2.30pm WST on 22 February 2012. Two submissions were received from Natural Play Environment Pty Ltd and FORM. Judith Forrest did not submit a proposal.

Table 1 below indicates the selection criteria as described in the Request for Tender documentation. Price was not part of the evaluation criteria for the Request for Tender stage in consideration of a pre-set budget nominated in the Request for Tender documentation.

Table 1

Assessment Criteria	Description	Max Score (%)
Design Management	Child safety, robustness and durability, easy maintenance against vandalism and damage, cost effective repairs and structurally sound.	25%
Design Sense of Fun, Creative Play and Adventure	Humorous elements, creative interaction, feeling of adventure with minimal risk, sensory perceptions.	20%
Design Cultural and Natural Heritage	Embraces natural landscape and flora and fauna, embraces both historic and current cultural diversity.	25%
Local Industry Development	Volume of workforce, goods, skills, training and benefits to the ToPH.	10%
Demonstrated Understanding	Project schedule, delivery, reasons and understanding of the scope.	20%
Max Score		100%

All submissions were assessed based on the average of the evaluation scores developed from four independent assessors.

The comparison of each of the assessment criteria for the Request for Tender submissions received is summarised in Table 2 below:

Table 2

Contractor/ Assessment Criteria	Design Management (25%)	Design Sense of Fun, Creative Play and Adventure (20%)	Design Cultural and Natural heritage (25%)	Local Industry Development (10%)	Demonstrated Understanding (20%)	Total Score (100%)
	Score	Score	Score	Score	Score	
Natural Play Environments Pty Ltd	9.5	12.8	10.6	3.4	11.9	48.2
FORM	17.8	12.4	18.9	4.9	12.8	66.8

Table 2 provides a clear difference in the Total Score of 100% between Natural Play Environments P/L and FORM, with FORM showing a higher scoring level on two critical aspects in design management and natural and cultural features.

Natural Play Environments although scoring equally well on the creative elements of play and understanding of play did not demonstrate any specific relationship to the cultural and natural landscape of the local area except for generic materials. Further confidence as to the robustness and longevity of materials was also limited.

Both design management and natural / cultural features brought a cumulative score of 50% and were integral in focusing Port Hedland's cultural identity and that the robustness of the product was specific in the design.

FORM scored significantly higher in the cultural / natural aspects and overall design due to their partnerships with local aboriginal artists from the Spinifex Hill Group and their knowledge from growing up as children around this beach. Further partnering with a professional fabrication team experienced in building outdoor art in the north of Australia using robust materials also provided confidence in structural integrity.

FORM has captured the intent of the Tender by integrating non-traditional adventure style play with the cultural significance of the area.

It is recommended that FORM be awarded Request for Tender 11/36 for identified areas within the park.

Attachments

1. FORM's proposed art installation submission as part of Request for Tender 11/36 – under separate cover

201112/370 Officer's Recommendation/Council Decision

Moved: Cr A A Carter

Seconded: Cr G A Jacob

That Council award Request for Tender 11/36 – Artwork Integration into Adventure Playground, Cemetery Beach Community Park Duplication to FORM for \$290,000 ex GST.

CARRIED 5/0

6:29pm Councillors D W Hooper and J E Hunt re-entered the room and resumed their chairs.

Mayor advised Councillors D W Hooper and J E Hunt of Council's decision.

11.3 Community Development

6:30pm Councillor J E Hunt declared an Impartiality Interest in Agenda Item 11.3.1 'Relay for Life, Port Hedland – Proposed 3 Year Event Support / Sponsorship (File No.: 02/05/0001)' as she is a committee member of Relay for Life.

Councillor J E Hunt did not leave the room.

11.3.1 *Relay for Life, Port Hedland – Proposed 3 Year Event Support / Sponsorship (File No.: 02/05/0001)*

Officer Gordon MacMile
Director Community
Development

Date of Report 2 March 2012

Disclosure of Interest by Officer Nil

Summary

Relay for Life is a major fundraising initiative of the Cancer Council WA.

The inaugural Relay for Life Pilbara was held in 2011 with 11 teams, 122 participants and raised \$62,894 for cancer initiatives.

The Cancer Council WA and Relay for Life Port Hedland have invited Council to partner with the event to gain Event Sponsor brand alignment with the event for the period 2012 to 2014 inclusive. Support over the 3 year period would amount to approximately \$16,500 and gain Council Partner status for the event.

Council is requested to endorse the funding support of the Relay for Life Port Hedland event for 2012 to 2014 inclusive and provide in kind / fee waiver support for reserve and toilet hire, rubbish collection and reserve / security floodlighting.

Background

Cancer Council of WA (CCWA)

The Cancer Council Western Australia is the state's peak non-government cancer control organization, existing to reduce the impact of all cancer types in the Western Australian community.

CCWA have 3 areas of service and program delivery for all cancers:

1. Cancer research - \$2.1 million granted in 2010/2011

2. Support services - for those affected by cancer e.g. the Cancer Council Helpline which takes ~13 000 calls per annum and accommodation facilities for over 3,500 cancer patients and carer per annum
3. Education, awareness and prevention campaigns - to help reduce the risk e.g. Sunsmart, reducing smoking, nutrition and physical activity and cancer smart lifestyle fact sheets.

Cancer facts include:

- Each year cancer claims more lives globally than AIDS, malaria and tuberculosis combined.
- One in two men and one in three women will develop cancer before the age of 85. Today 60% of cancer patients will survive more than five years after their diagnosis.
- Up to 1/3 of all cancers can be prevented with simple life-style changes.
- People from regional areas account for around 20 per cent of the 10,000 new cancer cases diagnosed in WA every year and tend to do worse overall compared to metropolitan cancer patients.

Relay for Life Information / Background

- Relay For Life is a life-changing event that brings together more than 10 thousand Australians every year to celebrate the lives of those who have battled cancer, remember those loved ones lost and empower individuals and communities to fight back against a disease that takes too much from too many.
- Relay is not a race, instead teams of 10 to 15 people take turns to walk or run around the track.
- The first WA Relay was at Perry Lakes which is now in its 12th year, and has to date raised over \$5 million.
- Relays in WA to date in total have raised over \$12 million.
- Last year Relay For Life Pilbara celebrated its inaugural year, and has raised in total \$62,894 with:
 - 11 teams participating
 - 122 people attending and participating
 - 22 volunteers who gave their time
 - 20 survivors participating in the Survivors Walk.

Consultation

- Director Community Development
- Manager Community Development
- Manager Recreation Services and Facilities.

Statutory Implications

Nil

Policy Implications

6/003 Community Funding and Donations Policy applies to this report.

Proposed funding of the Relay for Life event over 3 years is not covered (under Policy 6/003) as support previously determined by Council Resolutions to significant and regular community, recreation and cultural celebrations and events.

Strategic Planning Implications

Key Result Area 2: Community Pride
Goal 2 – Events

Supporting Community groups who are operating community events, through training, support, advice and, where appropriate, financial support.

Budget Implications

Should the officer's recommendation be adopted, annual Relay for Life event support would be approximately \$5,517.00 and \$16,551.00 over the 3 year proposed Event Sponsor agreement.

As the Relay for Life event over 3 years is not covered (under Policy 6/003) as support previously determined by Council Resolutions to significant and regular community, recreation and cultural celebrations and events, funds will need to be allocated annually to GL Account 813274 (Community Funding and Donations) commencing in 2012/13. Allocating funds to Community Funding and Donations will increase the annual budget from \$45,000 to \$50,500 for GL Account 813274.

Officer's Comment

The Cancer Council WA and Relay for Life Port Hedland have invited Council to support with the event to gain public brand alignment with the most recognised cancer charity in WA.

The proposal would be that the Town of Port Hedland receives Event Sponsor status and all recognition / sponsorship benefits aligned to that level of support.

In return Council has been requested to provide full in kind sponsorship of a safe community oval (preference is McGregor Street Oval) inclusive of facilities to help offset the operating costs of Relay for Life Pilbara 2012-2014, and increase the funds raised and returned to the Cancer Council WA.

The proposed support would include the following Relay for Life Pilbara events:

- 18-19 August 2012
- 17-18 August 2013
- 16-17 August 2014.

Anticipated cost of annual in kind / fee waiver support would be:

• Reserve hire	\$ 1,520.00
○ 4 days full set up / clean up @ \$380 per day	
• Disabled toilet hire	\$ 3,000.00
○ Per event including transport, cleaning and consumables	
○	
• Rubbish Collection	\$ 457.00
○ 10 bins @ \$45.70 each	
○	
• Reserve Floodlighting	\$ 540.00
○ Main - \$15 per hour x 12 hrs	
○ Security - \$15 per hours x 24 hr	

Sub Total per event (year)	\$ 5,517.00

Annual support of this level over a 3 year period (2012 to 2014 inclusive) would afford Council the following recognition:

- Invitation to speak at the Relay For Life wrap up function
- Opportunity to send promotional material to all Cancer Council WA partners once a year
- Provision of space at the venue to enable the promotion of products and services throughout the entire duration of the Relay For Life
- Promotional photograph showcasing partnership on Cancer Council Relay For Life WA facebook
- Corporate banners at event
- Space for advertising in Relay for Life official program
- Framed certificate of sponsorship
- Acknowledgement in community newspapers
- Recognition as Relay for Life sponsor on email signature

- Inclusion of company promotion material in team kits
- VIP parking at the Relay for Life event
- Cancer Council Relay for Life testimonial

Attachments

1. Relay for Life Partnership Features – Recognition and Sponsorship

201112/371 Officer's Recommendation/Council Decision

Moved: Cr A A Carter

Seconded: Cr J M Gillingham

That Council:

1. **Endorses the Cancer Council WA proposal for the Town of Port Hedland to support the Relay for Life Port Hedland event for the period 2012 to 2014 inclusive**
2. **Include the Relay for Life Port Hedland event as a significant and regular community, recreation and cultural celebration and event covered under Policy 6/003 Community Funding and Donations Policy for the period 2012 to 2014 inclusive**
3. **Considers funding of \$5,517.00 per year in 2012/13, 2013/14 and 2014/15 budget years from GL Account 813274 (Community Funding and Donations) for:**
 - a. **Reserve hire**
 - b. **Disabled toilet hire**
 - c. **Rubbish Collection**
 - d. **Reserve Floodlighting.**

CARRIED 7/0

ATTACHMENT 1 TO ITEM 11.3.1

Partnership Features

Feature	Event Partner	Event Partner	Event Partner	Event Partner	Event Sponsor	Event Sponsor	Area or Activity Sponsor
	\$25K +	\$15K - \$25K	\$10K - \$15K	\$5 - 10K	\$2.5 - 5K	\$2.5 - 5K	\$2.5 +
A workplace presentation to staff in metropolitan areas focusing on lifestyle and wellness - reducing cancer risk	X						
A 10% discount of all bulk purchases of Cancer Council sunscreen bought from our retail outlet for all staff	X						
Dedicated press release sent to all local media announcing company's commitment to Relay For Life and the cancer cause as a \$25+ Event Partner * Please note this is only for the inaugural year of commitment	X						
A partnership interview on stage of your choice at the event * max time for interview is 3 minutes	X						
Site visit to a Cancer Council WA funded research laboratory or accommodation facility for regional cancer patients for your company only	X						
Invitation to speak at the Relay For Life wrap up function *Please note this is subject to this event taking place	X	X					
Opportunity to send promotional material to all Cancer Council WA partners once a year	X	X					
Provision of space at the venue to enable the promotion of products and services throughout the entire duration of the Relay For Life	X	X					
Promotional photograph showcasing partnership on Cancer Council Relay For Life WA facebook page	X	X					
Logo recognition in Cancer Council WA Annual Review	X	X	X				
Invitation as our guest to Cancer Council WA events and VIP functions	X	X	X				
Invitation to a thank you function solely for partners and sponsors which will provide an opportunity for networking	X	X	X				
Name recognition on Cancer Council WA website	X	X	X				
Recognition on Cancer Council WA honour board	X	X	X				
Opportunity to use Cancer Council WA logo/pictures etc on advertising (with CCWA approval of artwork)	X	X	X				
Industry category exclusivity per sponsorship level	X	X	X				
Inclusion of company promotional material in team kits. For example flyers, company give away's, discount coupons etc.	X	X	X		X		
VIP parking at the Relay For Life event * Please note this will be subject to the availability at the event venue	X	X	X		X		
Cancer Council Relay For Life testimonial. Cancer Council WA to sign off on testimonial	X	X	X		X		



Partnership Features

Feature	Event Partner	Event Partner	Event Partner	Event Sponsor	Event Sponsor	Event Sponsor	Area or Activity Sponsor
	\$25K + + company message & contact details	\$15K - \$25K + contact details	\$10K - \$15K + contact details	\$5 - 10K Logo only	\$2.5 - 5K Logo only	\$2.5 + Logo only	
Prominent logo placement on Relay For Life official program	X XL logo	X L logo	X M logo	X S logo	X XS logo	X XS logo	X Logo only
Logo recognition on post event thank you promotional email sent to all event committee members, event registrants and relevant regional Cancer Council WA supporters	X XL logo	X L logo	X M logo	X S logo	X XS logo	X XS logo	X XS logo
Space for an advertisement of your choice in Relay For Life programme received by teams on event day	X Full page	X ½ page	X ¼ page	X 1/8 page	X 1/8 page	X 1/8 page	X 1/8 page
Corporate banners at event	X 6 banners Up to 2m in length	X 4 banners Up to 2m in length	X 3 banners Up to 2m in length	X 2 banners Up to 1.5m in length	X 1 banner Up to 1.5m in length	X 1 banner Up to 1.5m in length	X 1 banner Up to 1.5m in length
PA announcements at the event acknowledging sponsorship	X 12 times	X 10 times	X 8 times	X 6 times	X 4 times	X 4 times	X 4 times
Recognition during the events opening and closing ceremonies at event	X	X	X	X	X	X	X
Invitation to VIP function at event	X	X	X	X	X	X	X
Logo recognition in one edition of the Relay For Life newsletter	X XL logo	X L logo	X M logo	X S logo	X XS logo	X XS logo	X XS logo
Invitation to the post-event function. * Please note this is subject to this event taking place	X	X	X	X	X	X	X
Acknowledgement in the community newspaper following the event	X L logo	X M logo	X S logo	X Name only	X Name only	X Name only	X Name only



Celebrate Remember Fight Back!



Partnership Features

Feature	Event Partner	Event Partner	Event Partner	Event Sponsor	Event Sponsor	Event Sponsor	Area or Activity Sponsor
	\$25K +	\$15K - \$25K	\$10K - \$15K	\$5 - 10K	\$2.5 - 5K	\$2.5 +	
Framed certificate of sponsorship	X	X	X	X	X	X	X
Recognition as Relay For Life Sponsor on your email signature, subject to CCWA approval	X	X	X	X	X	X	X
Use of Relay For Life logo with CCWA approval of all artwork	X	X	X	X	X	X	X
Relay For Life website recognition	X XL logo	X L logo	X M logo	X S logo	X XS logo	X XS logo	X XS logo
Logo recognition on Cancer Council Relay For Life WA facebook page	X	X	X	X	X	X	X
Copies of the Relay For Life program	X 12 copies	X 8 copies	X 6 copies	X 4 copies	X 2 copies	X 2 copies	X 2 copies
Trackside positioning for corporate team site. *If available at partnership confirmation	X At least 2 sites	X Up to 2 sites	X Up to 1 sites	X Up to 1 site	X Up to 1 site	X Up to 1 site	
Prominent logo placement on Relay For Life team kits	X XL logo	X L logo	X M logo	X S logo	X XS logo	X XS logo	
Logo recognition on four corflute signs placed in prominent position at the event. This may include trackside, stage etc	X XL logo	X L logo	X M logo	X S logo	X XS logo	X XS logo	
Area/Activity presenting rights at specific Relay For Life							X



Celebrate Remember Fight Back!



11.3.2 Endorsement of the Active Open Space Strategy (File No.: 21/05/0005)

Officer **Nicole Roukens
Recreation Coordinator**

Date of Report **1 March 2012**

Disclosure of Interest by Officer **Nil**

Summary

The Town of Port Hedland contracted CCS Strategic in November 2010 to complete the Active Open Space Strategy.

The purpose of this report is to seek Council endorsement of the key recommendations within the Strategy as guiding principles. It is also recommended that the Active Open Space Strategy is used to guide all future sporting developments within the Town and inform the Strategic Community Plan, as well as Pilbara's Port City Growth Plan and Implementation Framework.

Background

The Town of Port Hedland contracted CCS Strategic to complete the Active Open Space Strategy (AOSS) in November 2010. This study was commissioned in response to the announcement of the Pilbara Cities Initiative by the Premier in November 2009, proposing the transformation of Port Hedland into a city of more than 40,000 people by 2025 and subsequently to 50,000 by 2040.

Accordingly, this report:

- Details the required size and location of active open space (recreational) for a predicted population of 50,000 residents
- Provides a plan for the development of recreational facilities within that active open space
- Addresses accommodation and servicing issues affecting sport and recreation groups in Hedland that have arisen since the adoption of the Recreational Facilities Audit in 2006.

The specific deliverables contained within this report are:

- The future requirement for public open space with a focus on active open space in Port and South Hedland
- A summary of the stakeholder engagement process and its findings

- A philosophical and strategic rationale for the provision of public open space throughout the Town to demonstrate and justify Public Open Space (POS) provision
- A graphical representation of the potential public open space allocation by location, orientation, catchment and connectivity in response to the rationale
- A revised master plan for the South Hedland Sporting Precinct, including the development of a master plan for the entire site
- A new master plan for the redevelopment of the McGregor Street Reserve
- An investigation into, and recommendations related to, the feasibility of installing a cricket wicket and small ball lighting at Colin Matheson Oval for night cricket
- A detailed cost schedule outlining the order of probable cost for all facility provision and land allocation/acquisition
- An implementation strategy showing proposed acquisition/construction times for land and facilities and the resultant cost escalation over time.

The Active Open Space Strategy included a number of recommendations made by the consultant to guide and inform the development of the Growth Plan document. With the subsequent finalisation of Pilbara's Port City Growth Plan and Implementation Framework as well as Council's Strategic Community Plan, some of these recommendations will be modified in the context of the more recent overarching planning.

Consultation

A detailed consultation process was conducted as part of the development of the Active Open Space Strategy. A detailed overview of the consultation process is outlined below:

Sporting Groups

Individual club meetings or telephone interviews were held with the following groups:

- Port Hedland Cricket Association
- Port Hedland Softball Association
- Port Hedland Baseball Association
- Port Hedland Rovers Football Club
- South Hedland Swans Football Club
- Port Hedland Turf Club
- Port Hedland Tennis Club
- South Hedland Tennis Club
- Port Hedland BMX Club
- Equestrian Association.

As part of the consultation process, two community workshops were also conducted:

- Workshop 1 10 March 2011
- Workshop 2 10 May 2011.

Attendees included representatives from:

- Port Hedland BMX Club
- Port Hedland Turf Club
- Hedland Junior Rugby League Club
- Port Hedland Junior Rugby League Club
- Hedland Touch Association
- Rovers Football Club
- South Hedland Owners and Trainers Association
- Port Hedland Netball Association
- Port Hedland Softball Association
- Port Hedland Softball Association
- Port Hedland Softball Association
- Port Hedland Water Polo Association
- Port Hedland Water Polo Association.

Clubs were also invited to complete a written questionnaire, from which background information was collected and assessed in terms of player numbers, competition and training requirements, and aspirations for the future. Responses were received from the following:

- Cricket
- Turf Club
- Touch
- Water Polo
- Kart Club
- Rugby League.

Town of Port Hedland Staff

A number of Town of Port Hedland staff were involved in the development and review of the Active Open Space Strategy including:

- Chief Executive Officer
- Director Planning and Development
- Director Engineering
- Director Community Development
- Manager Planning
- Manager Recreation Services and Facilities
- Recreation Coordinator
- Senior Planning Officer
- Project Coordinator
- Club and Project Development Officer.

Consultants

CCS Strategic also met with the project team from RPS Asia Pacific, the consultants managing the Council's Growth Plan. The aim of these two meetings was to ensure that there was maximum integration between the Growth Plan, the Growth Plan Implementation Framework and the Active Open Space Strategy.

Policy Implications

Planning WA Policy DC 2.3 POS in Residential Areas (May 2002).

The basic tenet of this policy is the requirement that 10% of the gross sub divisible area of a conditional subdivision shall be given up free of cost by the sub divider for public open space. This 10% rule is based on an allocation of 3.36 hectares per 1,000 population, excluding school playing fields, determined by Stephenson Hepburn in their 1955 Metropolitan Region Plan. The 10% figure has been applied consistently throughout Western Australia since then.

The policy details special provisions for foreshore reserves and regional open space. Generally these reserves are to be provided in addition to the 10% POS allocation and not included in the calculation of sub divisible area. In instances where regional open space can be demonstrated to serve a local function, it can be included in the 10% POS allocation and either vested in the Crown as a recreation reserve or transferred to the Planning Commission in fee simple.

Land for community facilities (recreation centres, halls, libraries) is generally secured separate to POS, however a local government can seek to have a portion of the 10% POS allocation designated as a community facilities site (not less than 2000m²) and transferred to it in fee simple.

This basic planning requirement generally delivers adequate POS for local level sport and recreation. It does not however tend to deliver satisfactory outcomes for district or regional level POS. More creative approaches to co-location and shared facilities, as well as broader multiple sub-division approaches are required in this case.

Strategic Planning Implications

Key Result Area 3

Community Development

One of the Town's biggest positives is the strong sense of community that exists. The Town Council plans on building on this positive by providing a more extensive range of facilities, services and opportunities for community interaction.

Goal 2 – Sports and Leisure

That the community has access to sports and leisure facilities at or above the quality that they would be able to access in the metropolitan area.

2. Develop plans for future recreation and leisure facility upgrades to accommodate population growth.

Budget Implications

Cost estimates have been prepared for the developments of the recommended reserves, as part of this report. There has been no allowance made for land acquisition on the basis that active open space should be provided as part of the 10% POS requirement for future residential land release, noting the additional requirements for district and regional POS previously detailed.

In the development of the Active Open Space Strategy, CCS worked with Quantity Surveyor Neil Butler to prepare a cost schedule for the development of all recommendations arising from the strategy.

The schedule is based on the cost of development in Perth in May 2011. Project delivery costs including design and construction contingencies, professional fees, and a location allowance for Port Hedland, have subsequently been added.

As shown in Table 2, the total cost of delivery of all items in current day values is \$112,223,568. This is anticipated to be expended over the period to 2040, as facilities are progressively developed for a city with 50,000 residents.

NOTE – The recommendations of the AOSS were prepared based on extensive consultation of the sport and recreation community throughout 2010 and 2011. Priorities, outcomes, locations, costing and staging / timing contained in the AOSS will inform and be considered within the broader, overarching context of the Strategic Community Plan, Pilbara's Port City Growth Plan and Implementation Framework.

Table 1: Allowances Over and Above Construction

Project delivery allowances over and above construction costs	
Design Contingency	5%
Construction Contingency	5%
Location Allowance (lower than usual 65% due to a major proportion being Civil Works)	40%
Professional Fees/Management Fees	10%
Total project delivery cost percentage (allowing for cumulative effect of allowance loadings)	65%

The year to develop column in Table 2 provides an indication of when facilities will be needed by the community, and therefore when they should be developed. To enable a more realistic estimate of cost over time, the current day costs have been escalated by an average 4% per annum to provide some indication of cash flow over the period to 2040. In real dollar value terms including the escalated cost of projects undertaken in the future, the cost of active open space development and the facilities included in those spaces, is \$174,952,162.

Table 2: Project Delivery and Cost Schedule

	Project delivery cost in Port Hedland	Year to develop
McGregor Street - Cooke Point Drive		
Sub-Total Item 1: McGregor Street Playing Fields	\$ 12,303,844	2012
Sub-Total Item 2: Cook Point Playing Fields	\$ 3,286,635	2018
Sub-Total Item 3: Carparking	\$ 959,558	2019
Sub-Total Item 4: Dual Use and Pedestrian Paths	\$ 240,797	2014
Sub-Total Item 5: Hardcourts	\$ 400,422	2020
Sub-Total Item 6: Sports Lighting	\$ 412,500	2025
Sub-Total Item 7: Clubrooms and Changerooms	\$ 2,247,300	2020
Sub-Total Item 8: BMX Facility	\$ 913,770	2016
Sub-Total Item 9: BMX Track	\$ 1,485,000	2013
Sub-Total Item 10: Landscaping	\$ 429,000	2013
Sub-Total Item 11: Site Services	\$ 206,250	2012

Total McGregor Street Cooke Point Drive Developments	\$ 22,885,075	
Marie Marland Reserve		
Sub-Total Item 1: Refurbish Rugby Field	\$ 1,488,960	2012
Sub-Total Item 2: Extend Softball Fields	\$ 2,649,570	2015
Sub-Total Item 3: New Clubhouse	\$ 2,643,300	2017
Sub-Total Item 4: Permanent diamond sports infrastructure	\$ 996,600	2017
Sub-Total Item 5: Relocation of baseball and sundry demolitions	\$ 932,972	2018
Sub-Total Item 6: Redevelop Finucane Island Club area	\$ 973,931	2024
Total Marie Marland Reserve Developments	\$ 9,685,333	
Hedland Senior High School (HSHS) Oval: Events Space		
Sub-Total Item 1: New Oval and Landscaping	\$ 2,524,583	2013
Sub-Total Item 2: Events Site	\$ 1,489,290	2013
Sub-Total Item 3: Lighting to Playing Field	\$ 678,150	2017
Total HSHS Oval: Events Space Developments	\$ 4,692,023	
Combined K-12 campus and District Active Open Space		
Sub-Total Item 1: New Oval and Carparking (North - East Corner)	\$ 4,197,092	2020
Sub-Total Item 2: Middle Ovals	\$ 6,117,375	2025
Sub-Total Item 3: Indoor Recreation Centre	\$ 16,077,600	2025
Sub-Total Item 4: Hockey Complex	\$ 5,872,226	2035
Total K-12 campus & District Active Open Space Developments	\$ 32,264,293	
Collier Drive near Hospital Site		
Sub-Total Item 1: Carpark, Changerooms and playing fields	\$ 11,422,950	2030
Sub-Total Item 2: Basketball Half Court and Cricket Practice Nets	\$ 1,473,863	2030
Sub-Total Item 3: Bowling Rinks & Tennis Courts	\$ 2,114,475	2030

Total Collier Drive Developments	\$ 15,011,288	
Golf and Equestrian Precinct		
Sub-Total Item 1: Racecourse Track Construction	\$ 5,760,480	2012
Sub-Total Item 2: Relocate Temporary Facilities	\$ 165,000	2014
Sub-Total Item 3: Clubrooms and Changerooms	\$ 5,800,740	2016
Sub-Total Item 4: Members Facilities	\$ 3,729,000	2018
Sub-Total Item 5: Central Equestrian Areas	\$ 5,750,250	2020
Total Golf / Equestrian Precinct Developments	\$ 21,205,470	
Rehabilitated Refuse Site		
Sub-Total Item 1: Revegetation of landfill site	\$ 3,692,081	2030
Sub-Total Item 2: Site services and new buildings	\$ 2,788,005	2030
Total Rehabilitated Refuse Site Developments	\$ 6,480,086	
Total Active Open Space Developments (May 2011)	\$112,223,568	

Officer's Comment

POS can be defined into three open space categories:

- Passive Recreation Spaces: public parks, playgrounds etc.
- Active Spaces: enable formal sporting competitions e.g. sporting ovals
- Nature Spaces: bush land, lake, river and wetland etc.

The mandated rule for POS allocations is 10% of the gross sub divisible area in new residential developments. Calculations in this report reveal an ultimate requirement of 168 hectares of public open space for 50,000 residents.

The Active Open Space Strategy Report is mindful of recommendations from the Land Availability Plan which proposes the disposal of approximately 61 hectares of undeveloped land pockets for residential purposes.

Active Open Space

The Active Open Space Strategy advocates that 60% of the 168 hectares of POS should be identified as active open space (100 hectares) while the remaining 40% (68 hectares) should be passive open space.

Table 3 below identifies that there is currently 56 hectares of active open space in both Port and South Hedland.

Table 3: Current active open space provision following the disposal of land specified in the Land Availability Plan

Port Hedland Active Open Space	20 hectares
South Hedland Active Open Space	36 hectares
Total	56 hectares

Table 4 below articulates the recommendations of the Active Open Space Strategy. The table details 91.5 hectares of the required 100 hectares required for a population of 50,000 residents.

Table 4: Future active open space provision in Port and South Hedland

Port Hedland	
Colin Matheson Oval	3.0 hectares
McGregor Street reserve	12.0 hectares
Cooke Point Drive Reserve	16.5 hectares
Active Open Space Port Hedland	31.5 hectares
South Hedland	
Kevin Scott and Marie Marland	32.4 hectares
South Hedland Bowling and Tennis Club	3.6 hectares
New south east fields	12.0 hectares
New south west fields	12.0 hectares
Active Open Space South Hedland	60.0 hectares
Total Active Open Space	91.5 hectares

Passive Recreation Space (Recreation and Nature)

For a population of 50,000 residents, the Town will require 68 hectares of public open space (recreation and nature). Following the disposal of land advocated by the Hedland Land Availability Plan, there will only be approximately 44 hectares of public open space (recreation and nature) available in Port and South Hedland. Therefore, an additional 24 hectares of public open space will need to be allocated.

The Active Open Space report recommends that 5,000 square metres should be a minimum park size where possible for all future parks. This reflects the environmental conditions and the cost of maintenance of multiple small parks as opposed to fewer, slightly larger, more developed and better maintained parks. Furthermore, the Department of Sport and Recreation's draft Public Open Space Classification Framework recommends neighbourhood open space of 1 – 5 hectares, should be located within 800 metres, or a 10 minute walk, of all residences.

The underlying philosophy adopted in the Active Open Space Strategy is for the creation of fewer, larger public open spaces that combine sporting areas with recreation and bush land.

To ensure that high quality sporting amenities, that suit the needs of the community, are available to residents as the Town grows, it is important that the key recommendations and philosophies from this report are adopted by Council and are used to guide all future developments.

Attachments

1. Active Open Space Strategy Final Report.

Officer's Recommendation

That Council:

1. Adopts the recommendations of the Active Open Space Strategy as a guide to future planning;
2. Considers the proposed active open space allocations in all future plans, noting the focus on larger district facilities;
3. Supports the size, orientation and layout of sporting reserves identified within the plan and that these concepts should be retained;
4. Supports the inclusion of public open space allocations within future structure plans for Port and South Hedland in a manner as to support the Livable Neighborhoods Policy;
5. Supports the development of a Passive Public Open Space Strategy to compliment the recommendations of the Active Open Space Strategy;
6. Advises existing sporting groups that this Strategy will be used to guide future development of active open space in the Town; subject to further consultation, a more detailed needs analysis and feasibility study for each site based on the current concepts and the availability of funding;

7. Refer the recommendations of the Active Open Space Strategy to the development of the Strategic Community Plan and other key Integrated Reporting Framework documents with priorities, funding and timing of any developments to be considered in the 10 year Long Term Financial Plan;
8. Refer the recommendations of the Active Open Space Strategy to the development of Pilbara's Port City Growth Plan with priorities, funding and timing of any developments to be considered in the Growth Plan Implementation Framework.

201112/372 Council Decision

Moved: Cr A A Carter

Seconded: Cr M Dziombak

That Council lay this item on the table pending a workshop with Council.

CARRIED 7/0

REASON: Council believes more discussions need to take place before it can make an informed decision.

11.4 Corporate Services**11.4.1 Finance and Corporate Services****11.4.1.1 *Second Quarter Budget Review (File No.: -)***

Officer Jodie McMahon
Acting Manager Financial
Services

Date of Report 17 February 2012

Disclosure of Interest by Officer Nil

Summary

For Council to note the recommendations made by the Audit and Finance Committee relating to the results of the second quarter budget review for the 2011-12 financial year and to approve the adjustments outlined in the attachments.

Background

In every organisation there are many factors, both internal and external that can have an effect on program expenditure anticipated throughout the year, after the original budget is adopted. Part of ensuring that an organization has effective financial management practices in place is for regular budget reviews to occur, and reports to be provided to the Council on any modifications that may be required.

While management are required to monitor their particular programs frequently in order to ensure their departmental targets are being achieved, it is also important that senior management regularly review the income and expenditure in order to assess the achievement of the overall financial targets of Council.

The second budget review has been conducted with the actual data being used as at the end of December 2011. The review is an extremely detailed review, highlighting known adjustments to the budget, including a critical review of significant projects for 2011-12 and the Town's capacity to complete them by 30 June 2012. In some instances, savings generated from this process have been reallocated to areas of additional expenditure needed to complete projects.

Consultation

The Budget review was prepared by the Executive team, after meeting with each Manager, where all revenue and expenditure accounts within that Manager's responsibility was reviewed in detail.

Statutory Implications

Local Government Act 1995 states (in part):

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

** Absolute majority required.*

(1a) In subsection (1) -

-additional purpose~ means a purpose for which no expenditure estimate is included in the local government's annual budget.

(2) Where expenditure has been incurred by a local government -

(a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and

(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.”

Strategic Planning Implications

Nil

Budget Implications

The proposed budget amendments ensure that the Council's budget remains balanced for the 2011-12 financial year.

Officer's Comment

Budget Surplus

During the second quarter budget review, a surplus of \$452,489 was recognised. This surplus was achieved, mainly from additional revenue plus various cost savings across the business.

The key revenue item included find of about \$800,000 from the Country Local Government Fund that should have been received in the 2010/11, but has been actually received during the 2011/12 financial year. Other revenue sources included planning and building fees in particular. Savings have been achieved on general maintenance programs due to vacancies.

In order to ensure a balanced budget, Executive met to discuss alternatives as to how redistribute the surplus achieved. As a result, adjustments have been made that have ensured a balanced budget for the second budget review. These funds are proposed to be allocated to assist in funding the roof replacement of the Civic Centre with any remaining funds to be utilised for investigation plans associated with the workforce accommodation arrangements at the Civic Centre.

The budget review has also recognised that the Town has been able to source funds for the Integrated Strategic Planning and Reporting Framework in line with Council's decision without impacting the funds associated with the IT Network Upgrade or the Major Event.

New Staff Proposed

As part of the budget review it is recommended that a Director of Economic Development position be created. The new position was recognised through a recent Concept Forum to increase the focus within the Economic Development area to achieve key priorities in ensuring the development and therefore the economic diversity and sustainability of the Town.

The Director of Economic Development position would also see the creation of an Executive Assistant for Economic Development to support the Director.

It is also recommended that an Information Technology Manager position be created. This new position has been recognised as a priority through the IT Network Upgrade. The technical skill set and knowledge that the manager would possess would assist in the upgrade process as well as having the skills and knowledge to ensure the system was managed appropriately moving forward. The IT department is currently working at capacity with staff working large amounts of overtime to ensure that the IT services for the Town are running efficiently. New infrastructure within the Town has had such as CCTV and the Paid Parking Facility have been a direct impact of the increased support required from the IT department and it does not appear that this will slow down in the foreseeable future.

A summary on the effect on the cash surplus with the above options recommended by Executive included is listed below:

	Original Budget	Revised Budget	Total Adjustments	Proposed Amended Budget
Operating Expenditure	44,023,951	46,359,920	1,712,326	48,072,246
Operating Revenue	(91,882,533)	(93,832,913)	(1,910,120)	(95,743,033)
Non Operating Expenditure	104,768,399	118,067,093	819,583	118,886,676
Non Operating Revenue	(46,148,354)	(55,479,987)	(1,386,789)	(56,866,776)
Sub-Total	10,761,463	15,114,113	(765,000)	14,349,113
Add Back Non Cash items	(7,385,635)	(7,385,635)		(7,385,635)
Surplus BFWD from 2010-11	(3,375,828)	(7,728,477)		(7,728,477)
CFWD Projects from 2011-12	0	0	765,000	765,000
Cash (Surplus) / Deficit	0	0	0	0

A detailed listing of proposed budget amendments are attached.

The recommendations from the Audit and Finance Committee from its meeting held on the 22 February 2012 are:

- i) Notes that the surplus of \$452,489 has been allocated to the Civic Centre refurbishments;
- ii) Recommends to Council to amend the 2011-12 Budget as per the attached list, resulting in a balanced budget.

Attachments

- 1 – Summary of Schedule 2.
- 2 – Detailed budget amendments in Schedule 2 order.
- 3 – Summary of Budget Adjustments by Operating and Non Operating Categories.

201112/373 Officer's Recommendation/Council Decision

**Moved: Cr G A Jacob
Carter**

Seconded: Cr A A

That Council accepts the Audit and Finance Committee recommendations in that it:

- i) **Notes that the surplus of \$452,489 has been allocated to the Civic Centre refurbishments;**
- ii) **Recommends to Council to amend the 2011-12 Budget as per the attached list, resulting in a balanced budget.**

CARRIED BY ABSOLUTE MAJORITY 7/0

ATTACHMENT 1 TO ITEM 11.4.1.1

BUDGET REVIEW
DECEMBER 2011

ATTACHMENT 1

Schedule	Business Unit	Original Budget	Amended Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012-13	Proposed amended Budget (December Review)	Change
3	Rates	(19,331,498)	(19,175,128)	(10,886)	4,065	(1,339)	-	(19,183,288)	(8,160)
4	Members	1,864,034	1,977,602	594	-	62,312	-	2,040,508	62,906
4	Financial Services	(48,424)	(33,116)	(92,561)	(197,402)	396,763	-	73,684	106,800
4	Corporate Support	1,126,750	921,295	92,960	445,513	(352,390)	-	1,107,378	186,083
4	Corporate Management	-	64,500	66,260	-	(130,760)	-	0	(64,500)
5	Fire Prevention	7,750	22,360	1,880	-	-	-	24,240	1,880
5	Animal Control	745,992	764,041	(41,897)	-	(2,010)	-	720,134	(43,907)
5	Other Public Safety	530,242	519,236	(10,271)	-	(2,734)	-	506,231	(13,005)
5	Parking	600	(2,400)	(4,277)	-	-	-	(6,677)	(4,277)
5	SES/Emergency Management	104,455	104,922	663	-	366	-	105,951	1,029
7	Maternal Infant Health	23,497	23,497	-	-	-	-	23,497	-
7	Health Inspections & Admin	429,593	429,165	(4,416)	-	(1,111)	-	423,638	(5,527)
7	Aboriginal Health	6,864	6,864	-	-	-	-	6,864	-
7	Pest Control	21,079	17,976	-	-	(40)	-	17,936	(40)
7	Environmental Health	45,000	45,000	-	-	-	-	45,000	-
7	Len Taplin Day Care	54,220	58,110	(218)	-	-	-	57,892	(218)
8	Rose Nowers Day Care	4,710	6,030	(45)	-	-	-	5,985	(45)
8	Pilbara Family Day Care	343	345	1	-	-	-	346	1
8	Retirement Village	45,934	63,564	(19,271)	-	-	-	44,293	(19,271)
8	Mirtanya Maya Hostel	577	577	-	-	-	-	577	-
8	Aged Care	102,070	97,340	1,222	-	-	-	98,562	1,222
8	Other Welfare	6,620	37,740	(40)	-	-	-	37,700	(40)
8	Community Services & Development	1,082,181	1,094,163	1,966	-	(39,541)	-	1,056,588	(37,575)
8	GP Housing	200,699	3,201,589	-	-	(582)	-	3,201,007	(582)
9	Staff Housing	1,283,146	1,286,004	25,000	-	5,222	-	1,316,226	30,222
10	Waste Services	(52)	(5,462)	(24,500)	-	29,962	-	(0)	5,462
10	Sanitation Other	(15)	(1,397)	3,053	-	(1,656)	-	(0)	1,397
10	Town Planning & Regional Development	1,165,681	1,059,038	(130,496)	-	(1,583)	-	926,959	(132,079)
10	Cemeteries	1,529,669	2,264,478	47,877	-	3,031	280,000	2,595,386	330,908
10	Public Conveniences	157,147	155,337	(10,617)	-	(1,994)	-	142,726	(12,611)
10	Other Community Amenities	34,402	34,402	-	-	-	-	34,402	-
11	Community & Event Services	1,211,856	1,194,028	44,751	-	(8,370)	(280,000)	950,409	(243,619)
11	Courthouse/Community Arts	573,224	379,527	1,986	-	(537)	-	380,976	1,449
11	Port Hedland Civic Centre	553,546	602,369	644,480	-	6,590	-	1,253,439	651,070
11	JD Hardie Centre	(77,433)	60,087	(719,494)	-	24,918	-	(634,489)	(694,576)
11	Swimming Areas/Beaches	3,455,770	3,724,100	8,693	-	7,786	-	3,740,579	16,479
11	Recreation Administration	(475,804)	(407,202)	163,018	-	(13,603)	-	(257,787)	149,415
11	Youth Services	103,196	88,488	15,755	-	(1,706)	-	102,537	14,049
11	Sportsgrounds	1,436,742	2,043,870	556,208	-	15,872	-	2,615,950	572,080
11	Port & South Sports Grounds - P&G	3,389,051	5,113,158	(220,151)	-	32,084	-	4,925,091	(188,067)
11	Library Services	1,956,114	1,965,009	(64,548)	-	(11,489)	(765,000)	1,123,972	(841,037)
11	Matt Dann Cultural Services	811,776	805,434	(917)	-	(2,437)	-	802,080	(3,354)
11	Television/Radio Broadcasting	1,000	1,000	-	-	-	-	1,000	-
12	Infrastructure Construction	2,291,363	1,070,866	(294,695)	-	-	-	776,171	(294,695)
12	Engineering Management	385,782	266,658	(30,886)	(30,000)	(12,579)	-	193,193	(73,465)
12	Infrastructure Mtee - Technical Service	2,517,062	2,558,818	5,000	-	(4,589)	-	2,559,229	411
12	Infrastructure Maintenance - Engineering	2,012,227	1,853,661	(227,297)	-	(39,684)	-	1,586,680	(266,981)
12	Infrastructure Mtee Road Verge	404,709	405,993	25,000	-	3,099	-	434,092	28,099
12	Plant Purchases	436,000	448,850	85,000	-	-	-	533,850	85,000
12	Airport	(1,805,086)	(1,805,000)	(276,395)	250,000	26,394	-	(1,805,001)	(1)
12	Airport Café	(51,783)	(88,557)	-	-	-	-	(88,557)	-
12	Administration Building Overheads	120,000	100,000	(68,133)	-	-	-	31,867	(68,133)
13	Tourism & Area Promotion	121,385	124,366	(377)	75,000	11,511	-	210,500	86,134
13	Building Control	(398,457)	(601,239)	(88,360)	-	17,643	-	(671,956)	(70,717)
13	Economic Development	788,564	685,895	(1,139)	-	29,176	-	713,932	28,037
13	Other Economic Services	(338,244)	(338,244)	-	-	-	-	(338,244)	-
14	Private Works	35,000	20,000	(112)	-	-	-	19,888	(112)
14	Public Works Overheads	(53)	-	41,239	-	(41,239)	-	(0)	(0)
14	Building Maintenance	-	228,445	(1,797)	-	(756)	-	225,892	(2,553)
14	Plant Operating Costs	-	-	-	-	-	-	-	-
14	Gross Salaries & Wages	(7,000)	(42,050)	-	-	-	-	(42,050)	-
14	Other Unclassified	117,690	(381,890)	(35,986)	-	-	-	(417,876)	(35,986)
	Sub-Total	10,761,463	15,114,112	(547,176)	547,176	(0)	(765,000)	14,349,112	(765,000)
	Add Back Non Cash Items	(7,385,635)	(7,385,635)	-	-	-	-	(7,385,635)	-
	Surplus Carried Forward from 2010-11	(3,375,828)	(7,728,477)	-	-	-	-	(7,728,477)	-
	Carry Forward Projects from 2011-12	-	-	-	-	-	765,000	765,000	765,000
	Cash (Surplus) / Deficit	-	(0)	(547,176)	547,176	(0)	-	(0)	(0)

ATTACHMENT 2 TO ITEM 11.4.1.1

BUDGET REVIEW
DECEMBER 2011

ATTACHMENT 2

Bus. Unit	Rev or Exp Type	Account Number	Account Description	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over Into 2012-13	Amended Budget December Review	Rationale
Rates											
	Operating Expenditure	301241	Printing & Stationery	\$13,000	\$13,000	-\$3,000				\$10,000	Anticipated savings based on printing costs to date.
		301216	Workers Compensation Insurance	\$2,853	\$2,666	-\$542				\$2,124	The budget decrease is to match the actuals as the final insurance premiums have been paid
		301276	Rates Written Off	\$0	\$65,870	\$4,065	\$4,065			\$69,935	The budget has increased as per Council Resolution Council decision 201011/432 on the meeting held on 22 June 2011 to write off rates.
		301278	Rates Incentive Prize	\$45,000	\$45,000	-\$1,714				\$43,286	The budget is decreased to match actuals since the initiative was carried out in October 2011 and all payments have been made.
		301299	Admin Costs Distributed	\$70,347	\$76,714	-\$1,399				\$75,376	Activity Based Costing distribution
	Operating Revenue	301309	Instalment Interest Charge	-\$50,000	-\$57,000	-\$3,000				-\$60,000	The budget is increased to reflect the income expected for the remainder of the year
		301315	ESL - Administration Fee	-\$10,200	-\$10,200	\$970				-\$9,830	The budget is reduced to match actuals as this was a once off payment.
		301322	Search Fees GST	-\$13,000	-\$13,000	-\$3,000				-\$16,000	The budget is increased to reflect the additional income expected due to the increase in the number of houses being sold
Members											
	Operating Expenditure	401282	Insurance	\$1,650	\$690	\$994				\$1,284	The budget increase is to match the actuals as the final insurance premiums have been paid
		401299	Admin Costs Distributed	\$1,019,334	\$1,091,623	\$69,312				\$1,153,935	Activity Based Costing distribution
Financial Services											
	Operating Expenditure	402201	Salaries	\$958,953	\$900,453	-\$45,000				\$855,453	The budget decrease reflects cost savings in Finance salaries due to vacancies moved to Corporate Support to fund additional staffing requirements. Offsets with account 404201.
		402211	Superannuation Guarantee Levy	\$86,306	\$81,041	-\$4,050				\$76,991	The budget decrease reflects cost savings in Finance superannuation due to vacancies moved to Corporate Support to fund additional staffing requirements. Offsets with 404211.
		402216	Workers Compensation Insurance	\$15,954	\$14,910	-\$3,031				\$11,879	The budget decrease is to match the actuals as the final insurance premiums have been paid
		402217	Officers Liability Insurance	\$14,300	\$11,860	\$720				\$12,580	The budget increase is to match the actuals as the final insurance premiums have been paid
		402221	Staff Housing	\$0	\$48,000	-\$48,000				-\$0	The budget decrease reflects a transfer of the budget for Housing from Finance to Landfill for the house that had to be rented for the Coordinator Financial Management as the house was swapped with the Mechanic who works predominantly on garbage trucks. Offsets with account 1004287.
		402262	Audit Fees And Expenses	\$50,000	\$50,000					\$82,598	The budget increase reflects additional costs for the reconstruction of the Visitor Centre accounts as per Council Resolution 201112/272 for the Council Meeting held on 14 December 2011.
		402273	Long Term Financial Plan	\$330,000	\$330,000	-\$330,000				\$0	Transfer of funds to account 404275 to fund the Integrated Strategic Planning and Reporting Framework in accordance with the resolution of Council. Note that \$100,000 was previously flagged as a potential funding source that Council determined would not be required.
		402299	Admin Costs Distributed	-\$1,856,328	-\$1,858,331					-\$1,461,568	Activity Based Costing distribution
	Operating Revenue	402340	Other Sundry Minor Receipts	-\$12,000	-\$12,000	\$6,800				-\$5,200	The budget is reduced to reflect the actual income expected from Sundry Minor Receipts

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Bus. Rev or Exp Type	Account Number	Account Description	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012-13	Amended Budget December Review	Rationale
Corporate Support										
Operating Expenditure	402342	Contributions	-\$130,000	-\$500,000		\$500,000				
	404201	Salaries	\$1,341,637	\$1,442,137	\$45,000				\$1,487,137	Increase in budget due to savings from Finance salaries being moved to Corporate Support salaries to fund a new IT Manager and temp staff to assist in Corporate Reporting Framework project and HR specifically until 30 June. Offsets with account 402201.
	404211	Superannuation Guarantee Levy	\$120,747	\$119,792	\$4,050				\$133,842	Increase in budget due to savings from Finance superannuation being moved to Corporate Support salaries to fund a new IT Manager and temp staff to assist in Corporate Reporting Framework project and HR specifically until 30 June. Offsets with account 402211.
	404216	Workers Compensation Insurance	\$22,110	\$20,653	-\$4,200				\$16,453	The budget decrease is to match the actuals as the final insurance premiums have been paid
	404221	Staff Housing	\$0	\$0	\$30,000				\$30,000	The budget increase reflects the housing allowance for the new IT Manager position as from Apr 2012
	402244	Photocopier Lease	\$195,000	\$195,000	\$35,000				\$230,000	The budget increase is a result of a rise in printing costs
	404260	HR MOD Vehicle Operation Gen	\$0	\$3,500	-\$1,000				\$2,500	The budget decrease is to account for savings obtained due to the late delivery of the Organisational Development Manager's car
	404270	VEU002 - MCS Vehicle Operation	\$3,500	\$8,500	\$3,500				\$12,000	The budget increase is to account for increased leasing time of the vehicle. This lease will not be extended
	New Account	IT Admin Vehicle Operation	\$0	\$0	\$1,000				\$1,000	The budget increase reflects anticipated maintenance costs for the IT Administrator's car
	New Account	IT Mgr Vehicle Operation	\$0	\$0	\$1,500				\$1,500	The budget increase reflects anticipated maintenance costs for the IT Manager's car
	404273	Website Development	\$90,000	\$60,000		-\$60,000			\$0	The budget was identified as a funding source for the Integrated Strategic Reporting and Planning Framework in accordance with Council Resolution 2011/2/24 for the Council Meeting held on 14 December 2011. The development of the website will be investigated after the IT Network Upgrade is complete.
	404275	Organisational Development Programs	\$305,000	\$305,000		\$305,513			\$810,513	The budget increase to \$810,513 is as per Council Resolution 2011/2/24 for the Council Meeting held on 14 December 2011. Funds have been sourced from account 404273 \$50k; 40273 \$230k and 1202287 \$90k.
	404280	Records Management	\$0	\$0	\$9,004				\$9,004	The budget increase reflects a transfer from Records Facility (406451) to Records Management (404280).
	405271	VEU003 - IT Vehicle Operation	\$3,500	\$3,500	-\$1,000				\$2,500	The budget decrease is to account for savings obtained from this vehicle.
	405275	Subscriptions	\$12,000	\$12,000	-\$7,000				\$5,000	The budget decrease reflects the expenditure anticipated for the rest of the Financial Year, this is so since most Business Units pay for their own subscriptions
	407299	Admin Costs Distributed	-\$3,365,403	-\$3,680,428			-\$352,390		-\$4,032,818	Activity Based Costing distribution
Operating Revenue	402324	Charges - Sale Of C/L Products	-\$500	-\$500	\$500				\$0	The budget decrease to nil is a result of the revenue being transferred to account 404333 (Printing charges)
	402336	IGIS Reimbursement	\$0	\$0	-\$8,022				-\$8,022	The budget is increased to match actuals as no more revenue is expected in this account
	404335	Reimbursements - Staff Relocation	-\$1,000	-\$1,000	-\$6,368				-\$7,368	The budget is increased to match actuals as no more revenue is expected in this account
Non-Operating Expenditure	406451	Records Facility	\$0	\$9,004	-\$9,004				-\$0	The budget decrease to nil reflects a transfer from Records Facility (406451) to Records Management (404280)

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Bus. Unit Type	Account Number	Account Description	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012-13	Amended Budget December Review	Rationale
<i>Corporate Management</i>										
Operating Expenditure										
	406201	Salaries	\$1,422,585	\$1,475,470	\$57,088				\$1,532,559	The budget increase reflects the salary for the new Economic Development Director and Executive Assistant position as from Apr 2012
	406211	Superannuation Guarantee Levy	\$128,033	\$132,792	\$5,138				\$137,930	The budget increase reflects the superannuation for the new Economic Development Director and Executive Assistant position as from Apr 2012
	406216	Workers Compensation Insurance	\$18,244	\$17,050	-\$3,466				\$13,584	The budget decrease is to match the actuals as the final insurance premiums have been paid
	406221	CRK Staff Housing Gen		\$60,000	\$6,000				\$66,000	The budget increase reflects the housing allowance for the new Economic Development Director position as from Apr 2012
New Account	DED - Vehicle Operation		\$0	\$0	\$1,500				\$1,500	The budget increase reflects anticipated maintenance costs for the new Economic Development Director's car
	406299	Admin Costs Distributed	-\$1,814,411	-\$1,942,862	-\$130,760				-\$2,073,672	Activity Based Costing distribution
<i>Rangers - Fire Prevention</i>										
Operating Expenditure										
	501255	Fire Insurance	\$2,750	\$2,360	\$240				\$2,600	The budget increase is to match the actuals as the final insurance premiums have been paid
	501264	Fire Fighting Equipment	\$1,000	\$1,000	\$2,000				\$3,000	The budget increase is to account for more fire fighting equipment to be purchased as per FESA's instructions
Operating Revenue	501324	Re-Coup Burning Expenses	-\$1,000	-\$1,000	-\$360				-\$1,360	The budget increase is to match actuals
<i>Rangers - Animal Control</i>										
Operating Expenditure										
	502270	VELO69 - CRS	\$7,500	\$7,500	\$2,000				\$9,500	The Budget increase reflects the expenses incurred by FESA which according to legislation- TOPH has to pay for them.
	502271	VELO10 - TL	\$6,000	\$6,000	-\$2,000				\$4,000	The budget is decreased to due to savings from initial amount budgeted
	502272	VELO73 - TL	\$6,000	\$6,000	\$2,000				\$8,000	The budget increase reflects more maintenance costs required for the vehicle.
	502216	Workers Compensation Insurance	\$9,985	\$9,332	-\$1,897				\$7,435	The budget decrease is to match the actuals as the final insurance premiums have been paid
	502278	Dog Poundage	\$14,500	\$14,500	-\$2,000				\$12,500	The budget is decreased to due to savings from initial amount budgeted.
Operating Revenue	502299	Admin Costs Distributed	\$109,360	\$114,063	-\$2,000				\$112,063	Activity Based Costing distribution
	502326	Dog Act-Fines & Penalties	-\$25,000	-\$25,000	-\$5,000				-\$30,000	Additional revenue anticipated based on actuals received to date.
	502330	Fines, Enforcements and Registrations	-\$19,000	-\$19,000	-\$5,000				-\$54,000	Additional revenue anticipated based on actuals received to date.
<i>Other Public Safety</i>										
Operating Expenditure										
	503266	Security Guard Training	\$10,000	\$10,000	-\$10,000				\$0	The budget decrease to nil reflects that Rangers no longer require the services
	503160	Workers Compensation Insurance	\$1,426	\$1,333	-\$271				\$1,062	The budget decrease is to match the actuals as the final insurance premiums have been paid
	503299	Admin Costs Distributed	\$74,382	\$74,370	-\$2,734				\$71,636	Activity Based Costing distribution
<i>Rangers - Parking</i>										
Operating Expenditure										

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Bus. Unit	Rev or Exp Type	Account Number	Account Description	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012-13	Amended Budget December Review	Rationale	
Operating Revenue		503265	Vehicle Impounding Expenses	\$6,500	\$8,500	\$2,000				\$10,500	The budget increase reflects additional costs to be incurred as more auctions are being held	
		503331	Impounded Vehicle Charges	-\$2,700	-\$2,700	-\$2,000				-\$4,700	The budget increase reflects additional revenue to be received as more auctions are being held	
		503332	Sale of Impounded Items	-\$5,000	-\$5,000	-\$4,277				-\$9,277	The budget increase is to match actuals	
<i>SES/Emergency Management</i>												
Operating Expenditure		505218	Emergency Management	\$42,000	\$42,000	\$5,000				\$47,000	The budget increase is to reflect increasing expenses in Emergency Management	
		505231	Insurance	\$8,860	\$6,620	\$663				\$7,283	The budget increase is to match the actuals as the final insurance premiums have been paid	
Operating Revenue		505299	Admin Costs Distributed	\$28,376	\$35,083			\$366		\$35,449	Activity Based Costing distribution	
	New Account	SES Reimbursement		\$0	\$0	-\$5,000				-\$5,000	The budget increase reflects additional revenue to be received from Emergency Insurance payouts	
<i>Environmental Health - Health Inspection & Admin</i>												
Operating Expenditure		702270	VELO11 - EHO Vehicle Operation	\$3,500	\$3,500	\$2,000				\$5,500	The budget is increased to account for additional maintenance costs for the vehicle arising from Cyclone Heidi	
		702216	Workers Compensation Insurance	\$4,279	\$3,999	-\$813				\$3,186	The budget decrease is to match the actuals as the final insurance premiums have been paid	
		702279	Compliance - Sample Testing	\$5,000	\$5,000	-\$2,000				\$3,000	The budget is decreased to due to savings from initial amount budgeted	
Operating Revenue		702299	Admin Costs Distributed	\$64,151	\$65,528			-\$1,111		\$64,417	Activity Based Costing distribution	
		702328	Licences - Sewage Apparatus	-\$4,000	-\$5,000	-\$2,000				-\$7,000	The budget increase reflects additional revenue to be received due to growth in the Town	
<i>Environmental Health - Pest Control</i>												
Operating Expenditure		703299	Admin Costs Distributed	\$2,579	\$2,680			-\$40		\$2,640	Activity Based Costing distribution	
		Ken Toplin Day Care										
Operating Expenditure		803231	Building Insurance	\$6,220	\$10,110	-\$718				\$9,892	The budget decrease is to match the actuals as the final insurance premiums have been paid	
		Rose Noyers Day Care										
Operating Expenditure		804231	Building Insurance	\$4,210	\$5,530	-\$45				\$5,485	The budget decrease is to match the actuals as the final insurance premiums have been paid	
		Pilbara Family Day Care										
Operating Expenditure		805299	Admin Costs Distributed	\$46	\$48	\$1				\$49	Activity Based Costing distribution	
		Retirement Village										

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Bus. Unit	Rev or Exp Type	Account Number	Account Description	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over Into 2012-13	Amended Budget December Review	Rationale	
	<i>Aged Care</i>											
	Operating Expenditure	807231	Building Insurance	\$5,170	\$22,800	-\$19,271				\$3,529	The budget decrease is to match the actuals as the final insurance premiums have been paid	
	Operating Expenditure	809231	Building Insurance	\$14,690	\$9,960	\$1,222				\$11,182	The budget increase is to match the actuals as the final insurance premiums have been paid	
	<i>Other Welfare</i>											
	Operating Expenditure	810231	Youth Involvement - Insurance	\$6,620	\$7,740	-\$40				\$7,700	The budget decrease is to match the actuals as the final insurance premiums have been paid	
	<i>Community Services and Development</i>											
	Operating Expenditure	813275	Caravan Park & Backpackers Site Feasibility	\$500,000	\$500,000				-\$200,000	\$300,000	The budget decrease reflects \$200K to be carried over to the 12-13 Financial Year. This is offset with account 813399.	
		813216	Workers Compensation Insurance	\$2,372	\$2,217	-\$450				\$1,767	The budget decrease is to match the actuals as the final insurance premiums have been paid	
		811295	Well Women's Centre-Insurance	\$10,910	\$6,900	\$2,416				\$9,316	The budget increase is to match the actuals as the final insurance premiums have been paid	
		813299	Admin Costs Distributed	\$518,039	\$530,176					\$490,634	Activity Based Costing distribution	
	Non Operating Revenue	813399	T/F from BHP Reserve	-\$2,750,000	-\$2,750,000				\$200,000	-\$2,550,000	The budget decrease reflects \$200K to be carried over to the 12-13 Financial Year. This is offset with account 813275.	
	<i>Staff Housing</i>											
	Operating Expenditure	901234	Unspecified Maintenance	\$40,000	\$40,000	-\$2,500				\$37,500	The budget is decreased to due to savings from initial amount budgeted	
		901241	1/52 Morgan Street	\$2,000	\$2,000	\$3,000				\$5,000	The budget increase is to match current expenditure trends for the respective property for the remainder of the Financial Year	
		901242	2/52 Morgan Street	\$2,000	\$2,000	\$4,000				\$6,000	The budget increase is to match current expenditure trends for the respective property for the remainder of the Financial Year	
		901243	3/52 Morgan Street	\$2,000	\$2,000	\$1,500				\$3,500	The budget increase is to match current expenditure trends for the respective property for the remainder of the Financial Year	
		901244	4/52 Morgan Street	\$2,000	\$2,000	\$1,500				\$3,500	The budget increase is to match current expenditure trends for the respective property for the remainder of the Financial Year	
		901245	5/52 Morgan Street	\$2,000	\$2,000	\$1,500				\$3,500	The budget increase is to match current expenditure trends for the respective property for the remainder of the Financial Year	
		901246	6/52 Morgan Street	\$2,000	\$2,000	\$1,500				\$3,500	The budget increase is to match current expenditure trends for the respective property for the remainder of the Financial Year	
		901247	7/52 Morgan Street	\$2,000	\$2,000	\$1,500				\$3,500	The budget increase is to match current expenditure trends for the respective property for the remainder of the Financial Year	
		901248	8/52 Morgan Street	\$2,000	\$2,000	\$1,500				\$3,500	The budget increase is to match current expenditure trends for the respective property for the remainder of the Financial Year	
		901251	Admin Costs Distributed	\$121,738	\$124,596	\$6,000				\$5,222	\$129,818	Activity Based Costing distribution
		901259	1 Craig Street - Sch 4	\$4,500	\$4,500					\$10,500	The budget increase reflects maintenance required as the house is now old and needs more repairs	
		901260	18 Conlunan Crescent - Sch 4	\$4,500	\$4,500					\$7,500	The increase reflects the cost to replace a pool pump	
		901264	14 Goode Street - Sch 7	\$4,500	\$4,500					\$7,000	The budget increase is to account for electrical and retic repairs required for this property	
		901265	298 Gratwick Street - Sch 14	\$4,500	\$4,500					\$13,000	The budget increase accounts for the septic tank for this property which needed replacing	

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Bus. Unit	Rev or Exp Type	Account Number	Account Description	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012-13	Amended Budget December Review	Rationale
		901267	4 Janice Way - Sch 4	\$4,500	\$4,500	-\$1,500				\$3,000	The budget is decreased to due to savings from initial amount budgeted
		901268	12 Janice Way- Sch 10	\$4,500	\$4,500	-\$1,500				\$3,000	The budget is decreased to due to savings from initial amount budgeted
		901269	1 Leake Street- Sch 11	\$4,500	\$4,500	-\$1,000				\$3,500	The budget is decreased to due to savings from initial amount budgeted
		901277	57A Lukis Street - Sch 13	\$4,500	\$4,500	\$4,000				\$8,500	The budget increase accounts for the septic tank for this property which needed repairing
		901278	57B Lukis Street - Sch 10	\$4,500	\$4,500	-\$1,500				\$3,000	The budget is decreased to due to savings from initial amount budgeted
		901279	11A Mcgregor Street - Sch 5	\$4,500	\$4,500	\$4,000				\$8,500	The budget increase accounts for the electrical issues that had to be fixed as well as the solar panels which needed to be replaced
		901281	3 Mitche Crescent- Sch 3	\$4,500	\$4,500	\$1,000				\$5,500	The budget increase accounts for the retic system for this property which needed to be repaired
		901283	32 Mosely Street - Sch 14	\$4,500	\$4,500	\$2,000				\$6,500	The budget increase accounts for the larger garden at this property needing more maintenance and the retic system which needed to be repaired
		901284	26 Robinson Street - Sch 4	\$4,500	\$4,500	-\$2,000				\$2,500	The budget is decreased to due to savings from initial amount budgeted
		901285	82 Sutherland Street - Sch 4	\$4,500	\$4,500	\$2,000				\$6,500	The budget increase accounts for electrical repairs done at the property.
		901286	85 Sutherland Street - Sch 4	\$4,500	\$4,500	\$4,500				\$9,000	The budget increase accounts for the pool fencing erected at the property
		901287	96 Sutherland Street - Sch 14	\$4,500	\$4,500	\$1,500				\$6,000	The budget increase accounts for air conditioner repairs carried out at the property
	Non-Operating Expenditure	901415	Staff Housing Refurbishments	\$347,500	\$347,500	-\$20,000				\$327,500	The budget is decreased to due to savings from initial amount budgeted
	Waste Management Business Unit										
	Operating Expenditure	1204284	Cyclone Response	\$25,000	\$25,000	\$375,000				\$400,000	The budget increase reflects more expenses arising due to cyclone Heidi and more cyclones anticipated in the near future
	Operating Revenue	1011393	Wandrra funding	\$0	\$0	-\$60,000				-\$60,000	The budget increase reflects funding from Wandrra relating to the Cyclone Heidi response
	Waste Collection Classic										
	Operating Expenditure	1002213	Protective Clothing/Uniform	\$500	\$500	-\$89				\$411	The budget decrease is to align with the expenditure for the remainder of the Financial Year
		1002219	Insurance-Work,Comp./Inc.Prot.	\$470	\$200	\$166				\$366	The budget increase is to match the actuals as the final insurance premiums have been paid
		1002279	Replacement Mobile Garbage Bins	\$43,000	\$53,000	\$15,000				\$68,000	The budget increase reflects growth in new houses being constructed and new bins required
		1002299	Admin Costs Distributed	\$89,823	\$94,618	-\$188				\$94,430	Activity Based Costing distribution
	Operating Revenue	1002323	Classic Collection Fee/Rate	-\$1,235,715	-\$1,283,052	-\$16,948				-\$1,300,000	The budget increase reflects additional revenue being received from rates as the number of new houses is on the rise
	Non-Operating Revenue	1002388	T/F From Waste Collection Res	-\$653,580	-\$782,982	-\$305,908				-\$1,088,890	Reflects the overall increase in capital costs that are to be funded from the reserve

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Bus. Unit	Rev or Exp Type	Account Number	Account Description	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012-13	Amended Budget December Review	Rationale
Water Collection Premium											
	Operating Expenditure	1003213	Protective Clothing/Uniform	\$1,000	\$1,000	-\$174					\$826 The budget decrease is to match actuals as no more expenditure is expected for protective clothing for the remainder of the Financial Year
		1003219	Insurance-Work,Comp/Inc,Prct.	\$1,990	\$890	\$724				\$1,594 The budget increase is to match the actuals as the final insurance premiums have been paid	
		1003299	Admin Costs Distributed	\$89,803	\$94,618					\$94,430 Activity Based Costing distribution	
	Operating Revenue	1003324	Charges-Replacement Bins	-\$11,000	-\$11,000	-\$5,000		-\$188		-\$16,000 The budget increase reflects additional revenue being received from charges as the number of new houses is on the rise	
Landfill Business Unit											
	Operating Expenditure	1004201	Salaries	\$540,573	\$505,925	\$100,000				\$605,925 The budget increase is to account for labour hire salaries as more work is being done at Landfill	
		1004211	Business Unit-Super Guar Levy	\$48,652	\$48,652	\$9,000				\$57,652 The budget increase is to account for labour hire superannuation as more work is being done at Landfill	
		1004213	Protective Clothing/Uniform	\$6,000	\$6,000	\$62				\$6,062 The budget decrease is to match actuals as no more expenditure is expected for protective clothing for the remainder of the Financial Year	
		1004216	Workers Compensation Insurance	\$9,985	\$9,332	-\$1,897				\$7,435 The budget decrease is to match the actuals as the final insurance premiums have been paid	
		1004234	Washdown Bay Maintenance	\$5,000	\$5,000	\$10,000				\$15,000 The budget increase is to cater for more chemicals to be purchased for the Washdown Bay	
		1004272	VELO21 - Landfill Off Vehicle Operation	\$15,000	\$15,000	\$75,000				\$90,000 The budget increase reflects a rise in costs for vehicle maintenance at Landfill and reflects all fuel for landfill vehicles being charged to this account	
		1004277	External Plant Hire	\$75,000	\$75,000	-\$34,561				\$40,439 The budget decrease reflects a saving from the initial budgeted amount	
		1004281	Management & Business Plans	\$0	\$0	\$10,000				\$10,000 The budget increase accounts for the Competitive Neutrality Review that needs to be undertaken for the Landfill	
		1004287	Housing - Tip Supervisor	\$76,000	\$124,000	\$48,000				\$172,000 The budget decrease reflects a transfer of the budget for Housing from Finance to Landfill for the house that had to be rented for the Coordinator Financial Management as the house was swapped with the Mechanic who works predominantly on garbage trucks. Offsets with account 402221.	
	Operating Revenue	1004299	Admin Costs Distributed	\$221,978	\$242,380					\$272,719 Activity Based Costing distribution	
		1004328	General Tipping Fees	-\$1,527,257	-\$1,667,257	-\$300,000				-\$1,967,257 The budget increase reflects additional revenue being received from tipping fees	
	Non-Operating Expenditure	1004421	Master Plan - Stage 1	\$118,866	\$208,866	-\$118,866				\$90,000 The budget is decreased as not all funds are required to undertake this work this Financial Year. Offsets account 1004388.	
		1004499	T/F To Landfill Site Dev Reserve	\$2,502,437	\$2,629,049	\$57,125				\$2,686,174 This budget increase is attributed to a Reserve transfer	
	Non-Operating Revenue	1004388	T/F from Landfill Site Reserve	-\$901,366	-\$1,111,366	\$118,866				-\$992,500 This amount reflects the reduced costs for the Master Plan. Offsets account 1004421.	
Sortition Other											
	Operating Expenditure	1005299	Admin Costs Distributed	\$107,854	\$110,386			-\$1,656		\$108,730 Activity Based Costing distribution	

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Non-Operating Revenue	1005880	T/F from Landfill Site Reserve	-\$797,865	-\$801,779	\$3,053				-\$798,726	This budget increase is attributed to a Reserve transfer
<i>Town Planning & Regional Development</i>										
Operating Expenditure	1006201	Salaries	\$712,402	\$712,402	\$12,000				\$724,402	The budget increase is to account for housing allowance for the Technical Officer commencing duties in the third quarter
	1006216	Workers Compensation Insurance	\$12,350	\$11,542	-\$3,346				\$9,196	The budget decrease is to match the actuals as the final insurance premiums have been paid
	1006249	Advertising - Town Planning	\$25,000	\$25,000	\$20,000				\$45,000	The budget increase reflects a rise in applications needing advertising in terms of the Town Planning Scheme
	1006299	Admin Costs Distributed	\$429,849	\$416,962			-\$1,583		\$415,379	Activity Based Costing distribution
Operating Revenue	1006326	Town Planning Fees	-\$1,000,000	-\$1,003,000	-\$100,000				-\$1,103,000	The budget increase reflects additional planning fees received based on revenue received to date
	1006339	Grant / Contribution	-\$950,000	-\$950,000	-\$32,273				-\$982,273	This reflects the community contribution required to be paid by a developer as per the agreement with the State Government
	1006341	Carparking Planning fees	-\$500,000	-\$500,000	-\$20,455				-\$520,455	The budget increase is to match additional revenue received and this will be transferred to the Car Park Reserve, this will offset on account 1006404
Non Operating Expenditure	1006404	T/F to Car Parking Reserve	\$500,000	\$500,000	\$20,455				\$520,455	The budget increase is to match additional revenue received in 1006341 and this will be transferred to the Car Park Reserve
Non Operating Revenue	1006397	T/F from BHP Reserve	\$0	\$27,877	-\$27,877				-\$0	The budget decrease is a result of a transfer of funds from account 1006397 to 1009390
<i>Port Hedland Cemetery</i>										
Operating Expenditure	1008280	Ground Maintenance-Ph Cemetery	\$0	\$0	\$10,000				\$10,000	The budget increase is to cater for more maintenance issues at the Cemetery arising from recent weather patterns.
<i>South Hedland Cemetery</i>										
Operating Expenditure	1009280	Ground Maintenance - SH Cemetery	\$20,000	\$30,000	\$10,000				\$40,000	The budget increase is to cater for more maintenance issues at the Cemetery arising from recent weather patterns.
	1009299	Admin Costs Distributed	\$5,369	\$8,055			\$3,031		\$11,086	Activity Based Costing distribution
Non Operating Revenue	1009390	T/F from BHP Reserve	-\$1,780,000	-\$1,780,000	\$27,877			\$280,000	-\$1,472,123	The budget decrease of \$27,877 is a result of a transfer of funds from account 1006397 to 1009390. The budget decrease of \$280K reflects carryover of funds for Pioneer Cemetery upgrade to 12-13 and offsets account 1009484
<i>Public Conveniences</i>										
Operating Expenditure	1010233	Building Maintenance	\$30,000	\$30,000	-\$10,000				\$20,000	The budget is decreased to due to savings from initial amount budgeted
	1010231	Building Insurance	\$5,760	\$3,770	\$883				\$4,653	The budget increase is to match the actuals as the final insurance premiums have been paid
	1010236	Western Power Charges	\$2,899	\$2,899	-\$1,500				\$1,399	The budget is decreased to due to savings from initial amount budgeted

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<i>Community & Event Services</i>	1010299	Admin Costs Distributed	\$21,243	\$21,424			-\$1,994		\$19,429	Activity Based Costing distribution
Operating Expenditure	811201	Salaries	\$138,085	\$138,085	\$30,000				\$168,085	The budget increase is to account for the labour expenses during the cruise ship and Governor General visits
	811211	Superannuation Guarantee Levy	\$12,428	\$12,428	\$2,700				\$15,128	The budget increase is to account for the superannuation expenses during the cruise ship and Governor General visits
	811216	Workers Compensation Insurance	\$4,993	\$4,666	-\$949				\$3,717	The budget decrease is to match the actuals as the final insurance premiums have been paid
	811256	Aboriginal Arts Centre	\$80,000	\$80,000	-\$80,000				\$0	The budget decrease reflects the non-availability of the funding for the Aboriginal Arts Centre, this is offset by account 811353
	811280	Community Events	\$426,623	\$426,623	\$13,000				\$439,623	The budget increase is to cater for the March 3 cruise ship visit
	811299	Admin Costs Distributed	\$208,829	\$213,038	\$13,000		-\$8,370		\$204,668	Activity Based Costing distribution
Operating Revenue	811353	Donations/Sponsorship Community Pride	-\$231,950	-\$231,950	\$80,000				-\$151,950	The budget decrease reflects the non-availability of the funding for the Aboriginal Arts Centre, this is offset by account 811256
Non Operating Expenditure	1009484	Pioneer Cemetery Upgrade- BHP	\$400,000	\$400,000				-\$280,000	\$120,000	The budget decrease is a result of \$280K being carried over to 12-13, this is offset by a corresponding adjustment on account 1009390
<i>Courthouse/Community Arts</i>	812231	Building - Insurance	\$31,140	\$21,630	\$1,986				\$23,616	The budget increase is to match the actuals as the final insurance premiums have been paid
Operating Expenditure	812299	Admin Costs Distributed	\$56,806	\$56,619			-\$537		\$56,082	Activity Based Costing distribution
<i>GP Housing</i>	816299	Admin Costs Distributed	\$37,892	\$38,782			-\$582		\$38,200	Activity Based Costing distribution
<i>Port Headland Civic Centre</i>	1102235	Building Cleaning	\$42,982	\$42,982	\$34,000				\$76,982	The budget increase is to reflect the increased costs for cleaning as per the tender results
Operating Expenditure	1102213	Insurance	\$60,750	\$80,650	-\$4,221				\$76,429	The budget decrease is to match the actuals as the final insurance premiums have been paid
	1102245	Equipment Maintenance	\$5,000	\$5,000	-\$5,000				\$0	The budget is decreased to nil as it is no longer required
Non Operating Expenditure	1102299	Admin Costs Distributed	\$69,422	\$74,235			\$6,590		\$80,825	Activity Based Costing distribution
	1102416	Building Refurbishment	\$0	\$0	\$452,489				\$452,489	Funding allocated to replace the roof on the Civic Centre and any additional funds will be used to refurbish Gratwick Hall and the downstairs offices. Additional funds will be sought at each budget review to assist with the accommodation requirements.
<i>Youth Services</i>	404410	Civic Centre Atcon	\$0	\$0	\$167,212				\$167,212	These funds are required based on the final variation payment to fix the air conditioner issues in the Civic Centre building.
Operating Expenditure										

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Bus. Unit	Rev or Exp Type	Account Number	Account Description	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012-13	Amended Budget December Review	Rationale	
		810236	Leadership Program	\$25,000	\$25,000	-\$25,000						
		1103231	Building Insurance	\$25,640	\$10,730	\$15,755					\$0 The budget decrease reflects termination of the leadership program in the current Financial Year; the grant was initially sourced to complete for the development of the Hedland Youth Plan, which is now complete. The reduction in expenditure is offset by a reduction in revenue on account 1103331.	
		1103299	Admin Costs Distributed	\$18,276	\$16,618						\$26,485 The budget increase is to match the actuals as the final insurance premiums have been paid \$14,912 Activity Based Costing distribution	
	Operating Revenue	1103331	Reimbursements	-\$25,000	-\$25,000	\$25,000					\$0 The budget decrease reflects termination of the leadership program in the current Financial Year; the grant was initially sourced to complete for the development of the Hedland Youth Plan, which is now complete. The reduction in revenue is offset by a reduction in expenditure on account 810236.	
	<i>Recreation - JD Hardie Centre</i>											
	Operating Expenditure	1104231	Building Insurance	\$65,500	\$57,650	\$2,539					\$60,189 The budget increase is to match the actuals as the final insurance premiums have been paid	
		1104201	Salaries	\$288,451	\$288,451	\$163,000					\$451,451 The budget increase is to reflect additional staffing requirements due to additional programs being delivered at the JD Hardie Centre. Additional revenue has been sourced to partially offset this increase.	
		1104211	Superannuation Guarantee Levy	\$25,961	\$25,961	\$14,670					\$40,631 The budget increase is to reflect additional staffing requirements due to additional programs being delivered at the JD Hardie Centre. Additional revenue has been sourced to partially offset this increase.	
		1104216	Workers Compensation Insurance	\$4,936	\$4,613	-\$937					\$3,676 The budget decrease is to match the actuals as the final insurance premiums have been paid	
		1104299	Admin Costs Distributed	\$202,697	\$222,100						\$247,018 Activity Based Costing distribution	
	Operating Revenue	1104332	Country Local Govt Fund RFR	\$0	\$0	-\$700,000					-\$700,000 The budget increase is to match actuals for funding received from the Country Local Government Fund	
		1104352	Casual Hire	-\$30,000	-\$30,000	-\$20,000					-\$50,000 The budget increase reflects rising out of hours staffing issues including salaries	
		1104353	Gym & Fitness	-\$65,000	-\$65,000	-\$35,000					-\$100,000 The budget increase reflects an anticipated rise in income from the gym and fitness centre. This has partially offset the increased salary costs.	
		1104354	Term Programs	-\$9,000	-\$9,000	-\$15,000					-\$24,000 The budget increase reflects an anticipated rise in income from the Term Programs. This has partially offset the increased salary costs.	
		1104358	Birthday Parties	-\$3,000	-\$3,000	-\$1,000					-\$4,000 The budget increase reflects an anticipated rise in income from Birthday parties	
		1104359	Tenancy Income	-\$169,000	-\$169,000	\$149,000					-\$20,000 The budget decrease is a result of the tenancy mix and rates charged to those tenants. The income estimate is reduced accordingly	
	Non-Operating Expenditure	1104411	Facility Upgrade	\$0	\$274,380	\$76,540					\$350,920 The budget increase is to match actuals for Jan YTD figures. It is not anticipated that any further funds are required.	
		1104413	Facility Upgrade - RFR	\$0	\$353,306	-\$353,306					-\$0 The interest amount was allocated in previous reviews and not required for this year	
	<i>Swimming Areas/Beaches</i>											
	Operating Expenditure	1105288	SHAC Caretaker House Rental Reimbursement	\$0	\$0	\$73,000					\$73,000 The budget increase is to cater for rentals to be paid linked with YMCA contract for No. 5 Craig Street from Oct 2011 to Jun 2012. This is partially offset with account 1105339.	

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Bus. Unit	Rev or Exp Type	Account Number	Account Description	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012-13	Amended Budget December Review	Rationale
	Operating Revenue	1105299	Admin Costs Distributed	\$240,528	\$247,775					\$255,561	Activity Based Costing distribution
		1105234	Gratwick Maintenance	\$10,000	\$10,000	-\$10,000		\$7,786	\$0	\$0	The budget decrease reflects a transfer of funds to SHAC Maintenance 1105235
		1106231	Building - Insurance	\$20,130	\$27,620	-\$15,853				\$11,767	The budget decrease is to match the actuals as the final insurance premiums have been paid
		1105235	SHAC Maintenance	\$10,000	\$22,000	\$10,000				\$32,000	The budget increase reflects a transfer of funds from Gratwick Maintenance 1105234
		1107231	Building - Insurance	\$36,680	\$39,870	\$688				\$40,558	The budget increase is to match the actuals as the final insurance premiums have been paid
	Operating Revenue	1105339	Rental Income- SHAC House	\$0	\$0	-\$56,000				-\$56,000	The budget increase reflects rental income expected from the SHAC house for the remainder of the year. These funds are partially offset with additional expenditure on account 1105288
	Non-Operating Expenditure	1106415	Gratwick Lighting	\$0	\$1,822	\$15,875				\$17,697	The budget increase is a result of a transfer of \$9,017 from 1106430 and the \$6,858 is to match actuals. This project is complete so no further funds are required
		1107430	SHAC Upgrade - BHP	\$4,012,861	\$4,016,157	\$1,550,000				\$5,566,157	The budget increase reflects BHP funding for the SHAC upgrade in particular the \$1m interest earnings and \$550 for the wave rider. Funds are offset in account 1107399.
		1106430	GAC upgrades	\$0	\$9,017	-\$9,017				\$0	Transfer of funds to account 1106415
	Non Operating Revenue	1107399	T/F from BHP Reserve	-\$4,012,861	-\$4,012,861	-\$1,550,000				-\$5,566,861	The budget increase reflects BHP funding for the SHAC upgrade (\$1m interest earned and \$550k additional funds for the wave rider). Funds are offset on account 1107430.
	Operating Expenditure	1108221	Staff Housing	\$0	\$0	\$945				\$945	The budget increase is to match actuals which were housing costs for a staff member who is no longer employed at TOPH
		1108201	Salaries	\$499,379	\$499,379	-\$63,200				\$436,179	The budget decrease is to reflect savings due to vacancies
		1108211	Superannuation Guarantee Levy	\$44,944	\$44,944	-\$5,688				\$39,256	The budget decrease is to reflect savings due to vacancies
		1108216	Workers Compensation Insurance	\$7,132	\$6,666	-\$1,355				\$5,311	The budget decrease is to match the actuals as the final insurance premiums have been paid
		1108263	Minor Events	\$12,000	\$31,000	\$5,000				\$36,000	The budget increase reflects additional expenses for Midnight Basketball, funding has been obtained and recognised on account 1108333.
	Operating Revenue	1108299	Admin Costs Distributed	\$220,340	\$231,323					\$217,720	Activity Based Costing distribution
		1108333	Reimbursements - Rec Admin	-\$12,000	-\$31,000	-\$5,000				-\$36,000	The budget increase reflects additional funding sourced for Midnight Basketball. Expenditure has also been increased on account 1108263.
	Non Operating Expenditure	1108421	Multi Purpose Recreation Centre - RFR	\$0	\$2,343,745	\$222,216				\$2,576,061	The budget increase is to reflect an adjustment for carryover from last financial year that wasn't identified in September as the annual accounts hadn't been finalised at that stage.
	Operating Expenditure	1109238	Building Maintenance	\$32,000	\$32,000	\$116,000				\$148,000	Funds should have been carried over from 2010/11. These funds are partially offset from account 1109334

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Bus. Unit Type	Rev or Bhp Account Number	Account Description	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012/13	Amended Budget December Review	Rationale	
Operating Revenue	1109231	Insurance	\$11,400	\$16,790	\$2,616				\$19,396	The budget increase is to match the actuals as the final insurance premiums have been paid	
	1109299	Admin Costs Distributed	\$26,467	\$24,029			\$18,331		\$42,360	Activity Based Costing distribution	
	1109334	SRFF - Community Sport & Recreation Facility Fund	\$0	\$0	-\$112,000				-\$112,000	The budget increase is to match actuals for revenue received from Country Local Government Fund	
	1109450	Colin Matheson Oval Upgrade - BHP	\$250,000	\$250,000	\$602,006				\$852,006	Transfer of funds from 1109455 to reflect total BHP8 related expenditure on the correct account.	
	1109455	Colin Matheson Clubrooms	\$20,000	\$612,728	-\$602,006				\$10,722	Transfer of funds from 1109455 to reflect total BHP8 related expenditure on the correct account.	
	New Account	Sporting Grounds Minor Upgrades	\$0	\$0	\$20,000				\$20,000	The budget increase is to account for minor upgrades to sporting grounds in Port Hedland	
	1109390	T/F from BHP Reserve	-\$250,000	-\$250,000	\$130,000				-\$120,000	Transfer as per Council decision for the building maintenance required to be carried out at the Port Hedland Turf Club	
	South Hedland Sports Grounds - Recreation										
	Operating Expenditure										
		1111236	Utilities Expense	\$250,000	\$250,000	\$400,000				\$650,000	The budget increase is to account for Kevin Scott and Marie Marland ovals using mains water. This will reduce when this is changed to utilisation of recycled water
	1110231	Insurance	\$13,330	\$19,640	-\$408				\$19,232	The budget decrease is to match the actuals as the final insurance premiums have been paid	
	1111299	Admin Costs Distributed	\$154,969	\$159,616			-\$2,459		\$157,157	Activity Based Costing distribution	
Port & South Sports Grounds - P&G											
Operating Expenditure											
	1111283	S H Gardens Maintenance	\$300,000	\$500,000	-\$200,000				\$300,000	The budget is decreased to due to savings from initial amount budgeted due to vacancies	
	1111271	South Hedland Bowling Club	\$100,000	\$100,000	\$69,563				\$169,563	Carryover funds from 2010/11 offset with additional revenue on account 1111390.	
	1111284	Playground Equipment Maint.	\$15,000	\$40,000	-\$10,000				\$30,000	The budget is decreased to due to savings from initial amount budgeted	
	1111285	Graffiti Removal	\$60,000	\$60,000	-\$10,000				\$50,000	The budget is decreased to due to savings from initial amount budgeted due to vacancies	
	1111231	Insurance	\$7,620	\$5,940	-\$151				\$5,789	The budget decrease is to match the actuals as the final insurance premiums have been paid	
	1115299	Admin Costs Distributed	\$424,661	\$481,125			\$32,084		\$513,209	Activity Based Costing distribution	
Non Operating Revenue											
	1111390	T/F from BHP Reserve	-\$100,000	-\$100,000	-\$69,563				-\$169,563	Carryover funds from 2010/11 offset with additional expenditure on account 1111271.	
Port Hedland Library											
Operating Expenditure											
	1116201	Salaries	\$127,971	\$127,971	-\$10,000				\$117,971	The budget decrease is to account for salary savings due to job vacancies at the Port Hedland Library	
	1116211	Superannuation Guarantee Levy	\$11,517	\$11,517	-\$900				\$10,617	The budget decrease is to account for superannuation savings due to job vacancies at the Port Hedland Library	
	1116216	Workers Compensation Insurance	\$2,478	\$2,315	-\$470				\$1,845	The budget decrease is to match the actuals as the final insurance premiums have been paid	

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Bus. Unit	Rev or Exp Type	Account Number	Account Description	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012-13	Amended Budget December Review	Rationale	
		1116231	Building Insurance	\$1,650	\$5,490	-\$371				\$5,119	The budget decrease is to match the actuals as the final insurance premiums have been paid	
		1116233	Building Cleaning & Materials	\$21,720	\$21,720	\$4,043				\$25,763	The budget increase is to match YTD expenditure as no more expenses are anticipated throughout the remainder of the Financial Year.	
		1116234	Building Maintenance	\$1,700	\$1,700	\$3,300				\$5,000	The budget increase is to account for repairs and air con maintenance in the Library	
		1116237	Water Corporation Charges	\$9,722	\$9,722	-\$4,722				\$5,000	The budget decrease reflects less watering requirements for the rest of the Financial Year	
		1116299	Admin Costs Distributed	\$31,243	\$32,565			-\$1,926		\$30,639	Activity Based Costing distribution	
		South Hedland Library										
		Operating Expenditure										
		1117201	Salaries	\$395,197	\$395,197	-\$50,000				\$345,197	The budget decrease is to account for salary savings due to job vacancies in the South Hedland Library	
		1117211	Superannuation Guarantee Levy	\$35,568	\$35,568	-\$4,500				\$31,068	The budget decrease is to account for superannuation savings due to job vacancies in the South Hedland Library	
		1117216	Workers Compensation Insurance	\$6,869	\$6,420	-\$1,305				\$5,115	The budget decrease is to match actuals as Workers Compensation has been paid in full for 11-12	
		1117231	Building Insurance	\$12,930	\$15,190	\$98				\$15,288	The budget increase is to match actuals as Insurance has been paid in full for 11-12	
		1117233	Building Cleaning	\$27,775	\$27,775	-\$2,471				\$25,304	The decrease is to match YTD expenditure as no more expenses are anticipated throughout the FY.	
		1117234	Building Maintenance	\$7,000	\$7,000	\$2,000				\$9,000	The budget increase is to account for additional expenses anticipated throughout the Financial Year	
		1117241	Stationery	\$1,000	\$1,000	\$250				\$1,250	The budget increase is to account for additional stationery expenses anticipated throughout the Financial Year	
		1117246	Minor Equipment	\$2,600	\$2,600	\$5,000				\$7,600	The budget increase is a result of a transfer from South Hedland Library Upgrades (1117412)	
		1117299	Admin Costs Distributed	\$99,852	\$102,486			-\$9,563		\$92,923	Activity Based Costing distribution	
		Operating Revenue										
		1117333	Reimbursement - Private Vehicle	-\$1,560	-\$1,560	\$500				-\$1,060	The budget decrease is to align to current expected revenue as vehicle was not paid for while the owner was away. LIBRARY to check the vehicle for vehicle use entries	
		Non Operating Expenditure										
		1117412	South Hedland Library Upgrades	\$365,000	\$370,000	-\$5,000				\$365,000	The budget decrease is a result of \$100K being carried over to 12-13 and \$5K being transferred to account 1117246.	
		1117414	SH Library & Community Centre - RFR	\$665,000	\$665,000	-\$665,000				\$0	The budget decrease is a result of \$665K being carried over to 12-13. The funds were received in 2010/11 so only expenditure amounts can be carried forward	
		1117415New	SH Library & Community Centre - BHP	\$0	\$0	\$380,478				\$0	Recognising expenditure to offset revenue on account 1117390. This has now been carried forward into 2012/13.	
		Non Operating Revenue										
		1117390 T/F	from BHP Reserve	\$0	\$0	-\$380,478				\$380,478	Recognising revenue to offset expenditure on account 1117415New. This has now been carried forward into 2012/13.	
		Matr Dorn Cultural Centre										
		Operating Expenditure										
		1118231	Insurance	\$4,070	\$3,130	-\$106				\$3,024	The budget decrease is to match the actuals as the final insurance premiums have been paid	
		1118216	Workers Compensation Insurance	\$4,272	\$3,992	-\$811				\$3,181	The budget decrease is to match the actuals as the final insurance premiums have been paid	
		1118299	Admin Costs Distributed	\$147,903	\$152,781			-\$2,437		\$150,344	Activity Based Costing distribution	

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Infrastructure Construction										
Operating Revenue	1201394	Black Spot Funding Grant	-\$76,037	-\$224,000	\$105,616				-\$128,384	The budget decrease is due to the fact that the Limpet Crescent project was cheaper than anticipated
Non-Operating Expenditure	1201413	Murdoch Drive Nodes	\$0	\$3,910	\$162			\$4,072	\$4,072	The budget increase is to match actuals as the project is now complete
	1201421	Public Lighting - RFR	\$0	\$154,090	-\$154,090			\$0	\$0	The budget decrease is to correct an entry wrongly allocated in the Sept 2011 Budget Review
	1201423	Shade Structures	\$100,000	\$100,000	-\$67,000			\$33,000	\$33,000	The budget decrease reflects a saving from the project as it is now complete
	1201440	Cycleway Development	\$633,636	\$633,636	-\$32,696			\$600,940	\$600,940	Modification to original carryover amount of \$111,976 given funds utilised in 2010/11 reducing carryover amount by \$32,696 down to \$79,280. This is offset with funding on account 1201397.
	1201445	Pipinagarra Road - RRG	\$90,000	\$90,000	-\$298			\$89,702	\$89,702	The budget decrease is a result of reduction in consultation fees due to adequate internal capacity from the Technical Services team
	1201449	Murdoch Drive	\$150,000	\$150,000	-\$75,000			\$75,000	\$75,000	The budget decrease is a result of reduction in consultation fees due to adequate internal capacity from the Technical Services team
	1201435	Limpet Crescent	\$0	\$415,662	-\$104,085			\$311,577	\$311,577	The budget decrease is to match actuals as the project is now complete
	1201476	South Hedland Footpath Const	\$0	\$0	\$28,910			\$28,910	\$28,910	Carryover of BHPB funding from 2010/11. This is offset on account 1201397.
Non-Operating Revenue	1201397	T/F from BHP Reserve	-\$814,592	-\$814,592	\$3,786			-\$810,806	-\$810,806	Modification to carryover funding for Cycleway Development. Original carryover was \$11,976. Funds were utilised in 2010/11 to reduce the carryover down by \$32,696 to \$79,280. This adjustment is offset with account 1201440, \$28,910 carryover for Public Infrastructure (Footpath Development) is also recognised in this amount and is offset with account 1201476.
Admin. Building Overheads										
Operating Expenditure	1214234	Building Maintenance	\$35,000	\$15,000	-\$5,000			\$10,000	\$10,000	The budget is decreased due to savings from initial amount budgeted
	1214241	Office Expenses	\$15,000	\$15,000	\$10,000			\$25,000	\$25,000	The budget increase is to cater for the increase in the number of employees, secondly, this account caters for many other subunits in Engineering
Non-Operating Expenditure	503498	Community Safety- CCTV	\$625,000	\$625,000	-\$598,133			\$26,867	\$26,867	The budget is decreased due to savings from initial amount budgeted. This is partially offset with account 503340
Operating Revenue	503340	Community Safety Contribution	-\$550,000	-\$550,000	\$550,000			\$0	\$0	The budget decrease reflects non-availability of funding for this project. This is offset with account 503498
	503337	Grant- OCP	-\$95,000	-\$95,000	\$75,000			-\$20,000	-\$20,000	The budget decrease is a result of reduced funding as compared to what was initially expected
	503338	County Local Govt Fund-RFR	\$0	\$0	-\$100,000			-\$100,000	-\$100,000	The budget increase is to match funding already available
Engineering Management										
Operating Expenditure	1202274	Lease Vehicles	\$9,658	\$4,500	-\$1,000			\$3,500	\$3,500	The budget decrease is to account for savings obtained from one of the employee's car since it was not in use

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	1202216	Workers Compensation Insurance	\$9,985	\$9,332	-\$1,897				\$7,435	The budget decrease is to match the actuals as the final insurance premiums have been paid
	1202231	Insurance	\$7,170	\$7,960	-\$226				\$7,734	The budget decrease is to match the actuals as the final insurance premiums have been paid
	1302273	VELO31 - BMO Vehicle Operation	\$3,500	\$3,500	\$3,000				\$6,500	The initial budget only accounted for one vehicle whereas this account needs to be reflective of two vehicles costs.
	1402277	VEL - MTS Vehicle Operation	\$0	\$3,000	-\$2,000				\$1,000	The budget decrease is to account for the delay in the arrival of the Technical Services Manager's car
	1202287	Management Planning	\$60,000	\$60,000	-\$28,763				\$1,237	The budget decrease is to account for \$50 K being allocated to Organisational Development projects (account 404.275) as per Council Resolution and the rest is to match actuals as the depot master plan will not be undertaken this financial year.
	1202299	Admin Costs Distributed	\$165,300	\$167,387	-\$12,579				\$154,808	Activity Based Costing distribution
Infrastructure Mtrc Technical Service										
Operating Expenditure										
	1204250	Engineering Standards & Operations	\$0	\$35,432	\$5,000				\$40,432	The increase is to cater for the purchase of the Australian Technical Standards for Engineering
	1204299	Admin Costs Distributed	\$344,139	\$376,239	-\$4,589				\$371,650	Activity Based Costing distribution
Infrastructure Mtrc Engineering										
Operating Expenditure										
	1204282	Street and Road signs	\$170,000	\$170,000	-\$70,000				\$100,000	The budget is decreased due to savings from initial amount budgeted
	1206276	Crossover Conch Subsidy	\$13,000	\$13,000	-\$5,000				\$8,000	The budget decrease is as a result of a decline in the number of crossover applications received this financial year
	1206278	Roadworks-General Maintenance	\$318,347	\$318,347	-\$100,000				\$218,347	The budget is decreased due to savings from initial amount budgeted due to vacancies
	1206279	Werk Maintenance	\$52,500	\$52,500	-\$52,058				\$442	The budget is decreased due to savings from initial amount budgeted since the project is now complete
	1206286	Street Lighting - Insurance	\$7,820	\$7,200	-\$239				\$6,961	The budget decrease is to match the actuals as the final insurance premiums have been paid
	1206299	Admin Costs Distributed	\$251,906	\$257,720	-\$39,684				\$218,036	Activity Based Costing distribution
Infrastructure Mtrc Road Works										
Operating Expenditure										
	1207282	Sloshing	\$80,000	\$80,000	\$20,000				\$100,000	The budget increase is to cater for more work being done due to the additional rain that has occurred this year
	1207289	Street Sweeper Maintenance	\$50,000	\$50,000	\$5,000				\$55,000	The budget increase is to cater for mechanical and electrical works for the street sweeper
	1207299	Admin Costs Distributed	\$54,709	\$55,993					\$59,093	Activity Based Costing distribution
Pest Purchases										
Non Operating Expenditure										
	1208443	Light Vehicle Replacement	\$530,000	\$560,000	\$85,000				\$645,000	The budget increase account for the purchase of two cars, one for the Economic Development Director and the second one for the IT Manager position.
Private Works										
Operating Revenue										
	1401375	Reimbursements- Stand Pipe	\$0	\$0	-\$112				-\$112	The budget increase is to match income that is already available
Admin - Administration										
Operating Expenditure										
	1202220	Training and Conferences	\$17,000	\$27,000	\$5,000				\$32,000	The budget increase is to account for more safety management systems courses coming up as required by legislation

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ATTACHMENT 2

Bus. Unit	Rev or Exp Type	Account Number	Account Description	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012-13	Amended Budget December Review	Rationale
		1210216	Workers Compensation Insurance	\$17,117	\$15,997	-\$1,251				\$12,746	The budget decrease is to match the actuals as the final insurance premiums have been paid
		1210231	Building Insurance	\$169,030	\$287,980	-\$26,313				\$261,667	The budget decrease is to match the actuals as the final insurance premiums have been paid
		1210243	Testra Charges	\$16,600	\$16,600	-\$8,000				\$8,600	The budget is decreased to due to savings from initial amount budgeted
		1210253	Land Development Costs	\$100,000	\$200,000		\$250,000			\$450,000	The budget increase is as per Council Resolution 201112/285 Council Decision at Council Meeting 13 January 2012 in relation to studies to be undertaken for Precinct 3.
	New Account		Paid Parking Operational Costs	\$0	\$0	\$25,000				\$25,000	The budget increase is to cater for bank charges anticipated for the rest of the Financial Year; resulting from Paid Parking fees
		1210272	Management Plans	\$0	\$31,000	\$6,000				\$37,000	The budget increase reflects the amount required for the Competitive Neutrality Review for the Airport, AIRPORT to transfer Avdata actuals to account 1210280
		1210277	Public Liability Insurance	\$50,720	\$42,560	-\$405				\$42,155	The budget decrease is to match the actuals as the final insurance premiums have been paid
		1210299	Admin Costs Distributed	\$650,763	\$845,866			\$26,394		\$872,260	Activity Based Costing distribution
	Operating Revenue	1210325	Passenger Service Charges	-\$6,700,000	-\$6,700,000	-\$500,000				-\$7,200,000	The budget's increase reflects additional revenue expected basing on the rise in flights coming in from 42 to 52
	Non Operating Expenditure	1210498	T/F To AP Capital Reserve	\$5,661,407	\$4,060,384	\$154,994				\$4,215,378	This budget increase is attributed to a Reserve transfer
	Non Operating Revenue	1210398	T/F From Ap Capital Works Res	-\$8,654,415	-\$10,948,530	\$0				-\$10,948,530	This budget increase is attributed to a Reserve transfer
	<u>Airport Maintenance</u>										
	Operating Expenditure	1211258	Street Lighting	\$12,420	\$12,420	\$12,580				\$25,000	The budget increase is to cater for more maintenance costs for street lighting
		1211275	Electrical Repairs Airside	\$70,000	\$70,000	\$50,000				\$120,000	The budget increase is to account for recabling of taxi ways at the Airport
	<u>Airport Plant Operating</u>										
	Operating Expenditure	1212250	VEI027 - Airport Manager Vehicle	\$3,500	\$3,500	-\$3,000				\$1,500	The budget is decreased to due to savings from initial amount budgeted since Airport Manager fills his car from the bowser
		1212271	VEH004 - Case Loader	\$0	\$0	\$10,000				\$10,000	The budget increase reflects more maintenance costs expected for the Case Loader
	<u>Tourism & Area Promotion</u>										
	Operating Expenditure	1301263	Visitor Centre Subsidy	\$75,000	\$75,000		\$75,000			\$150,000	The budget increase represents additional funding for the Port Hedland Visitors Centre as per Council Resolution 05/09/0017; 20/01/0026 for the Council Meeting held on 14 Dec 2011
		1301231	Building Insurance	\$3,670	\$5,920	-\$377				\$5,543	The budget increase is to match the actuals as the final insurance premiums have been paid
		1301299	Admin Costs Distributed	\$15,804	\$17,433			\$11,511		\$28,944	Activity Based Costing distribution
	<u>Building Control</u>										
	Operating Expenditure	1302201	Salaries	\$632,684	\$464,414	-\$30,000				\$434,414	The budget is reduced to cater for the salary savings obtained from vacancies in Building

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Bus. Unit	Rev or Exp Type	Account Number	Account Description	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012-13	Amended Budget December Review	Rationale
		1302211	Superannuation Guarantee Levy	\$56,942	\$48,592	-\$2,700				\$45,892	The budget is reduced to cater for the superannuation savings obtained from vacancies in Building
		1302216	Workers Compensation Insurance	\$9,985	\$6,666	-\$100				\$6,566	The budget decrease is to match the actuals as the final insurance premiums have been paid
		1302223	Travel and Accommodation	\$0	\$0	\$30,000				\$30,000	The budget increase is to cater for the Building Manager's (David Giles) flights and accommodation
		1302262	Contract- Building Surveyors	\$0	\$0	\$125,000				\$125,000	The budget increase of \$25K is a result of Building having carried out more jobs than budgeted. The \$100K allocation was left out in error for the Sept 2011 Budget Review
		1302271	VEU29 - BS Vehicle Operation	\$3,500	\$3,500	-\$2,000				\$1,500	The budget decrease is to account for savings obtained due to low maintenance of the car
		1302272	VEU30 - MBS Vehicle Operation	\$3,500	\$3,500	-\$2,000				\$1,500	The budget decrease is to account for savings obtained due to low maintenance of the car and timing issues
		1302299	Admin Costs Distributed	\$121,601	\$97,012				\$17,643	\$114,655	The budget decrease is to account for savings obtained due to low maintenance of the car and timing issues
	Operating Revenue	1302324	Licences - Building	-\$1,200,000	-\$1,200,000	-\$200,000				-\$1,400,000	The budget increase reflects more revenue from licences due to growth in Port Hedland
		1302325	Licences - Stratas	-\$4,000	-\$10,000	-\$5,000				-\$15,000	The budget increase reflects more revenue from strata licences due to growth in Port Hedland
		1302331	Private Vehicle Use Reimb.	\$0	\$0	-\$1,560				-\$1,560	The budget increase reflects revenue anticipated for the remainder of the Financial Year from private vehicle use reimbursements
	Building Maintenance										
	Operating Expenditure	1408216	Workers Compensation Insurance	\$0	\$2,666	-\$1,797				\$869	The budget decrease is to match the actuals as the final insurance premiums have been paid
		1408299	Admin Costs Distributed	\$0	\$31,506				-\$756	\$30,751	Activity Based Costing distribution
	Economic Development										
	Operating Expenditure	1304212	Superannuation	\$0	\$0	\$539				\$539	The budget is increased to match actuals for YTD expenditure
		1304216	Workers Compensation Insurance	\$5,706	\$5,332	-\$1,083				\$4,249	The budget decrease is to match the actuals as the final insurance premiums have been paid
		1304243	Telephone	\$4,100	\$2,100	-\$2,100				\$0	The budget decrease is to account for savings obtained from the initially budgeted amount as the telephone costs are not as per budget. FINANCE to check where costs are being allocated
		1304254	Feasibility Studies	\$0	\$0	\$197,023				\$197,023	Carryover of funds for Entertainment Feasibility from 2010/11. Expenditure is offset with additional revenue on account 1304397.
		1304299	Admin Costs Distributed	\$108,907	\$96,952				\$29,176	\$126,128	Activity Based Costing distribution
	Operating Revenue	1304338	Reimburse Vehicle	-\$1,560	-\$1,560	\$1,505				-\$55	The increase is to match YTD expenditure as no more expenses are anticipated throughout the FY.
	Non Operating Revenue	1304397	T/F from BHP Reserve	\$0	\$0	-\$197,023				-\$197,023	Carryover of funds for Entertainment Feasibility from 2010/11. Revenue is offset with additional expenditure on account 1304254.
	Other Economic Services										
	Operating Revenue	1303351	Contribution - BHP	-\$8,000,000	-\$8,000,000	-\$550,000				-\$8,550,000	The budget increase reflects BHP funding for the SHAC upgrade in relation to the wave rider. This is offset with account 1303498.
	Non Operating Expenditure										

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Bus. Unit	Rev or Exp Type	Account Number	Account Description	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012-13	Amended Budget December Review	Rationale	
		1303498	T/F to Reserve - BHP	\$8,208,300	\$8,208,300	\$550,000				\$8,758,300	The budget increase reflects BHP funding for the SHAC upgrade in relation to the wave rider. This is offset with account 1303351.	
		<i>Public Works Overheads - Engineering</i>										
		<i>Operating Expenditure</i>										
		1402201	Salaries	\$880,602	\$780,602	-\$200,000				\$580,602	The budget is reduced to cater for the salary savings obtained from vacancies in Public Works	
		1402206	Depot Staff Meetings	\$11,808	\$11,808	-\$5,000				\$6,808	The budget is decreased to due to savings from initial amount budgeted	
		1402208	Sick Pay	\$95,756	\$95,756	-\$20,000				\$75,756	The budget is decreased to due to savings from initial amount budgeted	
		1402211	Superannuation Guarantee Levy	\$250,000	\$241,000	-\$18,000				\$223,000	The budget is reduced to cater for the superannuation savings obtained from vacancies in Public Works	
		1402212	Superannuation	\$60,000	\$60,000	-\$18,000				\$42,000	The budget is reduced to cater for the superannuation savings obtained from vacancies in Public Works	
		1404000	Mowers/ Edgers Op Costs	\$8,000	\$8,000	\$12,000				\$20,000	The budget increase is to account for increasing maintenance costs from the initially budgeted amount	
		1404270	VEL036 - Supervisor PR&G Vehicle	\$4,500	\$4,500	\$4,500				\$9,000	The budget increase is to match current expenditure trends for the remainder of the Financial Year	
		1404271	VEL038 - Engineering Services Vehicle Op	\$4,500	\$4,500	\$3,000				\$7,500	The budget increase is to match current expenditure trends for the remainder of the Financial Year	
		1402216	Workers Comp Insurance Ovf	\$82,734	\$77,320	-\$15,717				\$61,603	The budget decrease is to match the actuals as the final insurance premiums have been paid	
		1402232	Es Office Lease & Cleaning	\$15,000	\$15,000	\$7,000				\$22,000	The budget increase is to cater for additional cleaning expenses	
		1402244	Es Stationery & Copier Charges	\$600	\$600	-\$600				\$0	The budget decrease is to cancel out amount initially budgeted since the expenses are being charged in depot operating expenses	
		1402249	Es Advertising	\$8,000	\$5,000	-\$3,000				\$2,000	The budget is decreased to due to savings from initial amount budgeted	
		1402250	Stock for Depot Workshop	\$0	\$0	\$30,000				\$30,000	FINANCE to review the stock entries in this account- Ref Georgia	
		1402270	VEL032 - FTD Vehicle Operation	\$4,500	\$3,500	-\$1,000				\$2,500	The budget is decreased to due to savings from initial amount budgeted since the car was not being used before November 2011	
		1402272	VEL034 - WM Vehicle Operation	\$4,500	\$4,500	\$1,000				\$5,500	The budget increase is to account for increasing maintenance costs from the initially budgeted amount	
		1402299	Admin Costs Distributed	\$408,834	\$397,855	-\$2,856,065				\$356,615	Activity Based Costing distribution	
		1402551	Less Alloc To Wks & Services			\$265,056				-\$2,451,351	The Budget increase is to recover expenses from the Total Public Works overhead	
		<i>Plant Operating Costs</i>										
		<i>Operating Expenditure</i>										
		1403201	Mechanic Wages	\$298,444	\$298,444	-\$100,000				\$198,444	The budget is decreased to due to savings from initial amount budgeted	
		1403279	Insurance Premiums	\$90,510	\$104,560	-\$7,429				\$97,131	The budget decrease is to match the actuals as the final insurance premiums have been paid	
		1403555	Less Allocations To Works	-\$991,454	-\$1,009,004	\$125,462				-\$883,542	The Budget increase is to recover expenses from Plant Operating Costs	
		<i>Operating Revenue</i>										
		1403350	Diesel Fuel Rebate Scheme	-\$30,000	-\$45,000	-\$18,033				-\$63,033	The budget increase reflects additional revenue received as a bonus from the Fuel Rebate Scheme	
		<i>Salaries and Wages</i>										
		<i>Operating Expenditure</i>										
		1406000	Gross Salaries	\$15,065,057	\$15,065,057	-\$1,000,000				\$14,065,057	The budget decrease reflects a saving on total salaries for the whole organisation for all vacancies that are currently available	
		1406001	Less Salaries & Wages Alloc	-\$15,065,057	-\$15,065,057	\$1,000,000				-\$14,065,057	The budget increase reflects a saving on total salaries for the whole organisation for all vacancies that are currently available	

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Bus. Unit	Rev or Exp Type	Account Number	Account Description	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012-13	Amended Budget December Review	Rationale	
		1406002	Workers Compensation Payments	\$5,000	\$20,000	\$54,000				\$74,000	The increase in budget represents additional workers compensation payments for the remainder of the year. These payments are claimed back through the Town's insurers and therefore the revenue is increased in line with this.	
		New Account	Paid Parental leave	\$0	\$0	\$21,400				\$21,400	The budget increase reflects paid parental leave expenses as per Government legislation	
	Operating Revenue											
		New Account	Paid Parental Leave Reimbursement	\$0	\$0	-\$21,400				-\$21,400	The budget increase reflects anticipated paid parental leave revenue from the Government	
		1406004	Reimbursement - Workers Comp	-\$10,000	-\$20,000	-\$54,000				-\$74,000	The increase in budget represents additional workers compensation payments for the remainder of the year. These payments are claimed back through the Town's insurers and therefore the revenue is increased in line with this.	
	<i>Other Unclassified</i>											
	<i>Operating Expenditure</i>											
		1407278	Monetary Risks	\$1,980	\$1,980	-\$180				\$1,780	The budget decrease is to match the actuals as the final insurance premiums have been paid	
		1407279	Public Liability Insurance	\$170,710	\$176,150	-\$35,806				\$140,344	The budget decrease is to match the actuals as the final insurance premiums have been paid	
GRAND TOTAL				-\$6,992,897	-\$6,465,342	-\$547,176	\$547,176	-\$0	-\$765,000	-\$7,230,342		

ATTACHMENT 3 TO ITEM 11.4.1.1

BUDGET REVIEW
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ATTACHMENT 3

Business Unit	Rev or Exp Type	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012-13	Amended Budget December Review
<i>Rates</i>	Operating Expenditure	\$131,200	\$203,250	-\$5,256	\$4,065	-\$1,339	\$0	\$200,721
	Operating Revenue	-\$73,200	-\$80,200	-\$5,630	\$0	\$0	\$0	-\$85,830
<i>Members</i>	Operating Expenditure	\$1,020,984	\$1,092,313	\$594	\$0	\$62,312	\$0	\$1,155,219
<i>Financial Services</i>	Operating Expenditure	-\$400,816	-\$422,067	-\$99,361	-\$297,402	\$396,763	\$0	-\$422,067
	Operating Revenue	-\$142,000	-\$112,000	\$6,800	\$100,000	\$0	\$0	-\$5,200
<i>Corporate Support</i>	Operating Expenditure	-\$1,271,909	-\$1,500,336	\$115,854	\$445,513	-\$352,390	\$0	-\$1,291,359
	Operating Revenue	-\$1,500	-\$1,500	-\$13,890	\$0	\$0	\$0	-\$15,390
	Non-Operating Expenditure	\$0	\$9,004	-\$9,004	\$0	\$0	\$0	-\$0
<i>Corporate Management</i>	Operating Expenditure	-\$245,549	-\$257,549	\$66,260	\$0	-\$130,760	\$0	-\$322,049
<i>Rangers - Fire Prevention</i>	Operating Expenditure	\$3,750	\$3,360	\$2,240	\$0	\$0	\$0	\$5,600
	Operating Revenue	-\$1,000	-\$1,000	-\$360	\$0	\$0	\$0	-\$1,360
<i>Rangers - Animal Control</i>	Operating Expenditure	\$153,346	\$157,395	-\$1,897	\$0	-\$2,010	\$0	\$153,488
	Operating Revenue	-\$44,000	-\$44,000	-\$40,000	\$0	\$0	\$0	-\$84,000
<i>Other Public Safety</i>	Operating Expenditure	\$85,809	\$85,703	-\$10,271	\$0	-\$2,734	\$0	\$72,698
<i>Rangers - Parking</i>	Operating Expenditure	\$6,500	\$8,500	\$2,000	\$0	\$0	\$0	\$10,500
	Operating Revenue	-\$7,700	-\$7,700	-\$6,277	\$0	\$0	\$0	-\$13,977
<i>SES/Emergency Management</i>	Operating Expenditure	\$79,236	\$83,703	\$5,663	\$0	\$366	\$0	\$89,732
	Operating Revenue	\$0	\$0	-\$5,000	\$0	\$0	\$0	-\$5,000
<i>Environmental Health - Health Inspection & Admin</i>	Operating Expenditure	\$76,930	\$78,027	-\$813	\$0	-\$1,111	\$0	\$76,103
	Operating Revenue	-\$6,060	-\$7,060	-\$3,603	\$0	\$0	\$0	-\$10,663
<i>Environmental Health - Pest Control</i>	Operating Expenditure	\$2,579	\$2,680	\$0	\$0	-\$40	\$0	\$2,640
<i>Len Taplin Day Care</i>	Operating Expenditure	\$6,220	\$10,110	-\$218	\$0	\$0	\$0	\$9,892
<i>Rose Nowers Day Care</i>	Operating Expenditure	\$4,210	\$5,530	-\$45	\$0	\$0	\$0	\$5,485
<i>Pilbara Family Day Care</i>	Operating Expenditure	\$46	\$48	\$1	\$0	\$0	\$0	\$49
<i>Retirement Village</i>	Operating Expenditure	\$5,170	\$22,800	-\$19,271	\$0	\$0	\$0	\$3,529
<i>Aged Care</i>	Operating Expenditure	\$14,690	\$9,960	\$1,222	\$0	\$0	\$0	\$11,182
<i>Other Welfare</i>	Operating Expenditure	\$6,620	\$7,740	-\$40	\$0	\$0	\$0	\$7,700
<i>Community Services and Development</i>	Operating Expenditure	\$1,031,321	\$1,039,293	\$1,966	\$0	-\$39,541	-\$200,000	\$801,718
	Non-Operating Revenue	-\$2,750,000	-\$2,750,000	\$0	\$0	\$0	\$200,000	-\$2,550,000
<i>Staff Housing</i>	Operating Expenditure	\$249,738	\$252,596	\$45,000	\$0	\$5,222	\$0	\$302,818
	Non-Operating Expenditure	\$347,500	\$347,500	-\$20,000	\$0	\$0	\$0	\$327,500
<i>Waste Management Business Unit</i>	Operating Expenditure	\$25,000	\$25,000	\$375,000	\$0	\$0	\$0	\$400,000
	Operating Revenue	\$0	\$0	-\$60,000	\$0	\$0	\$0	-\$60,000
<i>Waste Collection Classic</i>	Operating Expenditure	\$133,793	\$148,318	\$15,077	\$0	-\$188	\$0	\$163,207
	Operating Revenue	-\$1,235,715	-\$1,283,052	-\$16,948	\$0	\$0	\$0	-\$1,300,000
	Non-Operating Expenditure	\$36,650	\$36,650	\$0	\$0	\$0	\$0	\$36,650
	Non-Operating Revenue	-\$653,580	-\$782,982	-\$305,908	\$0	\$0	\$0	-\$1,088,890
<i>Waste Collection Premium</i>	Operating Expenditure	\$92,813	\$96,448	\$550	\$0	-\$188	\$0	\$96,810
	Operating Revenue	-\$11,000	-\$11,000	-\$5,000	\$0	\$0	\$0	-\$16,000

Business Unit	Rev or Exp Type	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012-13	Amended Budget December Review
<i>Landfill Business Unit</i>								
	Operating Expenditure	\$998,188	\$1,031,288	\$215,604	\$0	\$30,339	\$0	\$1,277,231
	Operating Revenue	-\$1,527,257	-\$1,667,257	-\$300,000	\$0	\$0	\$0	-\$1,967,257
	Non-Operating Expenditure	\$2,621,303	\$2,837,915	-\$61,741	\$0	\$0	\$0	\$2,776,174
	Non-Operating Revenue	-\$901,366	-\$1,111,366	\$118,866	\$0	\$0	\$0	-\$992,500
<i>Sanitation Other</i>								
	Operating Expenditure	\$107,854	\$110,386	\$0	\$0	-\$1,656	\$0	\$108,730
	Non-Operating Revenue	-\$797,865	-\$801,779	\$3,053	\$0	\$0	\$0	-\$798,726
<i>Town Planning & Regional Development</i>								
	Operating Expenditure	\$1,179,601	\$1,165,906	\$29,654	\$0	-\$1,583	\$0	\$1,193,977
	Operating Revenue	-\$2,450,000	-\$2,453,000	-\$152,728	\$0	\$0	\$0	-\$2,605,728
	Non-Operating Expenditure	\$500,000	\$500,000	\$20,455	\$0	\$0	\$0	\$520,455
	Non-Operating Revenue	\$0	\$27,877	-\$27,877	\$0	\$0	\$0	-\$0
<i>Port Hedland Cemetery</i>								
	Operating Expenditure	\$0	\$0	\$10,000	\$0	\$0	\$0	\$10,000
<i>South Hedland Cemetery</i>								
	Operating Expenditure	\$25,369	\$38,055	\$10,000	\$0	\$3,031	\$0	\$51,086
	Non-Operating Revenue	-\$1,780,000	-\$1,780,000	\$27,877	\$0	\$0	\$280,000	-\$1,472,123
<i>Public Conveniences</i>								
	Operating Expenditure	\$59,903	\$58,093	-\$10,617	\$0	-\$1,994	\$0	\$45,481
<i>Community & Event Services</i>								
	Operating Expenditure	\$870,956	\$874,839	-\$35,249	\$0	-\$8,370	\$0	\$831,220
	Operating Revenue	-\$231,950	-\$231,950	\$80,000	\$0	\$0	\$0	-\$151,950
	Non-Operating Expenditure	\$400,000	\$400,000	\$0	\$0	\$0	-\$280,000	\$120,000
<i>Courthouse/Community Arts</i>								
	Operating Expenditure	\$87,946	\$78,249	\$1,986	\$0	-\$537	\$0	\$79,698
<i>GP Housing</i>								
	Operating Expenditure	\$37,892	\$38,782	\$0	\$0	-\$582	\$0	\$38,200
<i>Port Hedland Civic Centre</i>								
	Operating Expenditure	\$178,154	\$202,867	\$24,779	\$0	\$6,590	\$0	\$234,236
	Non-Operating Expenditure	\$0	\$0	\$619,701	\$0	\$0	\$0	\$619,701
<i>Youth Services</i>								
	Operating Expenditure	\$68,916	\$52,348	-\$9,245	\$0	-\$1,706	\$0	\$41,396
	Operating Revenue	-\$25,000	-\$25,000	\$25,000	\$0	\$0	\$0	\$0
<i>Recreation - JD Hardie Centre</i>								
	Operating Expenditure	\$587,545	\$598,775	\$179,272	\$0	\$24,918	\$0	\$802,965
	Operating Revenue	-\$276,000	-\$276,000	-\$622,000	\$0	\$0	\$0	-\$898,000
	Non-Operating Expenditure	\$0	\$627,686	-\$276,766	\$0	\$0	\$0	\$350,920
<i>Swimming Areas/Beaches</i>								
	Operating Expenditure	\$317,338	\$347,265	\$57,835	\$0	\$7,786	\$0	\$412,886
	Operating Revenue	\$0	\$0	-\$56,000	\$0	\$0	\$0	-\$56,000
	Non-Operating Expenditure	\$4,012,861	\$4,026,996	\$1,556,858	\$0	\$0	\$0	\$5,583,854
	Non Operating Revenue	-\$4,012,861	-\$4,012,861	-\$1,550,000	\$0	\$0	\$0	-\$5,562,861
<i>Recreation Administration</i>								
	Operating Expenditure	\$783,795	\$813,312	-\$64,298	\$0	-\$13,603	\$0	\$735,411
	Operating Revenue	-\$12,000	-\$31,000	-\$5,000	\$0	\$0	\$0	-\$36,000
	Non Operating Expenditure	\$0	\$2,343,745	\$232,316	\$0	\$0	\$0	\$2,576,061
<i>Port Hedland Sports Grounds - Recreation</i>								
	Operating Expenditure	\$69,867	\$72,809	\$118,616	\$0	\$18,331	\$0	\$209,756
	Operating Revenue	\$0	\$0	-\$112,000	\$0	\$0	\$0	-\$112,000
	Non Operating Expenditure	\$270,000	\$862,728	\$20,000	\$0	\$0	\$0	\$882,728
	Non Operating Revenue	-\$250,000	-\$250,000	\$130,000	\$0	\$0	\$0	-\$120,000
<i>South Hedland Sports Grounds - Recreation</i>								
	Operating Expenditure	\$418,299	\$429,256	\$399,592	\$0	-\$2,459	\$0	\$826,389
<i>Port & South Sports Grounds - P&G</i>								
	Operating Expenditure	\$907,281	\$1,187,065	-\$150,588	\$0	\$32,084	\$0	\$1,068,561
	Non Operating Revenue	-\$100,000	-\$100,000	-\$69,563	\$0	\$0	\$0	-\$169,563
<i>Port Hedland Library</i>								
	Operating Expenditure	\$208,000	\$213,000	-\$9,120	\$0	-\$1,926	\$0	\$201,955
<i>South Hedland Library</i>								
	Operating Expenditure	\$588,792	\$593,236	-\$50,928	\$0	-\$9,563	\$0	\$532,745
	Operating Revenue	-\$1,560	-\$1,560	\$500	\$0	\$0	\$0	-\$1,060
	Non Operating Expenditure	\$1,030,000	\$1,035,000	\$375,478	\$0	\$0	-\$1,145,478	\$265,000
	Non Operating Revenue	\$0	\$0	-\$380,478	\$0	\$0	\$380,478	\$0

Business Unit	Rev or Exp Type	Original Budget	Revised Budget	Adjustments	Council Approvals	Accounting Adjustments	Carry Over into 2012-13	Amended Budget December Review
<i>Matr Dann Cultural Centre</i>								
	Operating Expenditure	\$156,245	\$159,903	-\$917	\$0	-\$2,437	\$0	\$156,549
<i>Infrastructure Construction</i>								
	Operating Revenue	-\$76,037	-\$234,000	\$105,616	\$0	\$0	\$0	-\$128,384
	Non-Operating Expenditure	\$973,636	\$1,547,298	-\$404,097	\$0	\$0	\$0	\$1,143,201
	Non Operating Revenue	-\$814,592	-\$814,592	\$3,786	\$0	\$0	\$0	-\$810,806
<i>Admin Building Overheads</i>								
	Operating Expenditure	\$50,000	\$30,000	\$5,000	\$0	\$0	\$0	\$35,000
	Operating Revenue	-\$645,000	-\$645,000	\$525,000	\$0	\$0	\$0	-\$120,000
	Non-Operating Expenditure	\$625,000	\$625,000	-\$598,133	\$0	\$0	\$0	\$26,867
<i>Engineering Management</i>								
	Operating Expenditure	\$255,613	\$255,679	-\$30,886	-\$30,000	-\$12,579	\$0	\$182,214
<i>Infrastructure Mtce Technical Service</i>								
	Operating Expenditure	\$344,139	\$411,671	\$5,000	\$0	-\$4,589	\$0	\$412,082
<i>Infrastructure Mtce Engineering</i>								
	Operating Expenditure	\$813,573	\$818,767	-\$227,297	\$0	-\$39,684	\$0	\$551,786
<i>Infrastructure Mtce Road Verge</i>								
	Operating Expenditure	\$184,709	\$185,993	\$25,000	\$0	\$3,099	\$0	\$214,093
<i>Plant Purchases</i>								
	Non Operating Expenditure	\$530,000	\$560,000	\$85,000	\$0	\$0	\$0	\$645,000
<i>Private Works</i>								
	Operating Revenue	\$0	\$0	-\$112	\$0	\$0	\$0	-\$112
<i>Airport - Administration</i>								
	Operating Expenditure	\$1,020,231	\$1,467,003	-\$1,969	\$250,000	\$26,394	\$0	\$1,741,428
	Operating Revenue	-\$6,700,000	-\$6,700,000	-\$500,000	\$0	\$0	\$0	-\$7,200,000
	Non Operating Expenditure	\$5,661,407	\$4,060,384	\$154,994	\$0	\$0	\$0	\$4,215,378
	Non Operating Revenue	-\$8,654,415	-\$10,948,530	\$0	\$0	\$0	\$0	-\$10,948,530
<i>Airport Maintenance</i>								
	Operating Expenditure	\$82,420	\$82,420	\$62,580	\$0	\$0	\$0	\$145,000
<i>Airport Plant Operating</i>								
	Operating Expenditure	\$3,500	\$3,500	\$8,000	\$0	\$0	\$0	\$11,500
<i>Tourism & Area Promotion</i>								
	Operating Expenditure	\$94,474	\$98,353	-\$377	\$75,000	\$11,511	\$0	\$184,487
<i>Building Control</i>								
	Operating Expenditure	\$828,212	\$623,683	\$118,200	\$0	\$17,643	\$0	\$759,526
	Operating Revenue	-\$1,204,000	-\$1,210,000	-\$206,560	\$0	\$0	\$0	-\$1,416,560
<i>Building Maintenance</i>								
	Operating Expenditure	\$0	\$34,173	-\$1,797	\$0	-\$756	\$0	\$31,620
<i>Economic Development</i>								
	Operating Expenditure	\$118,713	\$104,384	\$194,379	\$0	\$29,176	\$0	\$327,939
	Operating Revenue	-\$1,560	-\$1,560	\$1,505	\$0	\$0	\$0	-\$55
	Non Operating Revenue	\$0	\$0	-\$197,023	\$0	\$0	\$0	-\$197,023
<i>Other Economic Services</i>								
	Operating Revenue	-\$8,000,000	-\$8,000,000	-\$550,000	\$0	\$0	\$0	-\$8,550,000
	Non Operating Expenditure	\$8,208,300	\$8,208,300	\$550,000	\$0	\$0	\$0	\$8,758,300
<i>Public Works Overheads - Engineering</i>								
	Operating Expenditure	-\$1,016,731	-\$1,006,466	\$41,239	\$0	-\$41,239	\$0	-\$1,006,466
<i>Plant Operating Costs</i>								
	Operating Expenditure	-\$602,500	-\$606,000	\$18,033	\$0	\$0	\$0	-\$587,967
	Operating Revenue	-\$30,000	-\$45,000	-\$18,033	\$0	\$0	\$0	-\$63,033
<i>Salaries and Wages</i>								
	Operating Expenditure	\$5,000	\$20,000	\$75,400	\$0	\$0	\$0	\$95,400
	Operating Revenue	-\$10,000	-\$20,000	-\$75,400	\$0	\$0	\$0	-\$95,400
<i>Other Unclassified</i>								
	Operating Expenditure	\$172,690	\$178,110	-\$35,986	\$0	\$0	\$0	\$142,124
Totals								
	Total Operating Expenditure	\$11,217,665	\$11,919,525	\$1,465,150	\$447,176	-\$0	-\$200,000	\$13,631,851
	Total Operating Revenue	-\$22,712,539	-\$23,088,839	-\$2,010,120	\$100,000	\$0	\$0	-\$24,998,959
	Total Non Operating Expenditure	\$25,216,657	\$28,028,206	\$2,245,061	\$0	\$0	-\$1,425,478	\$28,847,789
	Total Non Operating Revenue	-\$20,714,679	-\$23,324,233	-\$2,247,267	\$0	\$0	\$860,478	-\$24,711,022
GRAND TOTAL				-\$547,176	\$547,176	-\$0	-\$765,000	-\$7,230,342

11.4.1.2 Process to Appoint the Town's Auditor (File No.: .../...)

Officer Jodie McMahon
Acting Manager Financial Services

Date of Report 16 February 2012

Disclosure of Interest by Officer Nil

Summary

For Council to revoke a decision in accordance with the *Local Government (Administration) Regulations 1996*, namely that decision made on 11 May 2012, in relation to undertaking a tender process to appoint an auditor for a 3 year period from 2011/12 to 2013/14.

Background

In accordance with section 7.2 Local Government Act 1995, the accounts and annual financial report of a local government for each financial year are required to be audited by an auditor appointed by the local government.

At the Ordinary Council Meeting held on the 11 May 2011 Council requested the Town to undertake a tender process to appoint an Auditor for a 3 year period from 2011/12 to 2013/14.

"201011/377 Audit and Finance Committee Recommendation/Council Decision"

Moved: Cr A A Carter

Seconded: Cr M Dziombak

That Council:

- 1. Notes the recommendations from the Audit and Finance Committee at its meeting held on 11 May 2011; and*
- 2. Approves the appointment of UHY Haines Norton as the Town of Port Hedland's Auditors for the 2010/11 financial year; and*
- 3. Requests the Chief Executive Officer to undertake a tender process to appoint an Auditor for a 3 year period from 2011/12 to 2013/14.*

CARRIED BY ABSOLUTE MAJORITY 7/0

REASON: Council believes the Chief Executive Officer should undertake a tender process to appoint an Auditor for a 3 year period from 2011/2012 to 2013/14.

While Council recommended undertaking a tender process for the appointment of an auditor, this was prior to the establishment of a WALGA preferred supplier panel for auditing services. Whilst Council may still determine that a tender process is required, officers believe there are benefits to using the preferred supplier panel that outweigh a tender process.

At the 22 February Audit and Finance Committee meeting, the Committee considered using the WALGA preferred supplier panel instead of going to tender and approved the officer's recommendation as follows:

Officer's Recommendation 1

NOTE: Chairperson to call for a show of hands in favour (1/3 of members) to consider the revoking of Resolution AFC201011/12 of Agenda Item 10.1.1.1 'Appointment of Auditor' presented to the Audit and Finance Committee Meeting held on 11 May, and recorded on page 9 of those Minutes.

That Council:

1. Revokes point 3 of the Audit and Finance Committee Decision AFC201011/12 from 11 May 2011 recorded on page 9 of those minutes:

"Request the Chief Executive Officer to undertake a tender process to appoint an Auditor for 3 year period from 2011/12 to 2013/14"

Officer's Recommendation 2

That the Audit and Finance Committee:

1. Recommends to Council that it request the Chief Executive Officer to undertake a quoting process utilising the WALGA preferred supplier panel to appoint an Auditor for a period of 3 years from 2011/12 to 2013/14.
2. Note that after the quotes are received, a further report will be provided to the Audit and Finance Committee that will recommend a preferred company to undertake auditing services for a 3 year period.

This report is now being presented to Council for consideration given the requirements under the Local Government Act.

Consultation

Nil

Statutory Implications

Should Council wish to reconsider its decision, it must be made in accordance with the *Local Government (Administration) Regulations 1996*:

“10. Revoking or changing decisions (Act s. 5.25(1)(e))

(1) If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported—

(a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or

(b) in any other case, by at least $\frac{1}{3}$ of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.

(1a) Notice of a motion to revoke or change a decision referred to in subregulation (1) is to be signed by members of the council or committee numbering at least $\frac{1}{3}$ of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.

(2) If a decision has been made at a council or a committee meeting then any decision to revoke or change the first-mentioned decision must be made—

(a) in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority, by that kind of majority; or

(b) in any other case, by an absolute majority.

(3) This regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.

Voting Requirements

1. To consider - $\frac{1}{3}$ of members (3)

2. To revoke – absolute majority

Local Government Act 1995

“Division 2 — Appointment of auditors

7.2. Audit

The accounts and annual financial report of a local government for each financial year are required to be audited by an auditor appointed by the local government.

7.3. Appointment of auditors

(1) *A local government is to, from time to time whenever such an appointment is necessary or expedient, appoint* a person, on the recommendation of the audit committee, to be its auditor.*

** Absolute majority required.*

(2) *The local government may appoint one or more persons as its auditor.*

(3) *The local government's auditor is to be a person who is —*
(a) a registered company auditor; or
(b) an approved auditor.

[Section 7.3 amended by No. 49 of 2004 s. 6.]

7.6. Term of office of auditor

(1) *The appointment of a local government's auditor is to have effect in respect of the audit of the accounts and annual financial report of the local government for a term of not more than 5 financial years, but an auditor is eligible for re-appointment."*

Local Government (Functions and General) Regulations 1996

"11. Tenders to be invited for certain contracts

(2) *Tenders do not have to be publicly invited according to the requirements of this Division if—*

(a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act;

(b) the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA;... "

Policy Implications

Nil

Strategic Planning Implications

Nil

Budget Implications

During the 2011/12 budget process \$50,000 was allocated towards Audit Fees and Expenses which would encompass the first year of this contract.

Officer's Comment

The Western Australian Government Association (WALGA) has recently appointed several companies to provide auditing services for Local Governments across the state, known as preferred suppliers. These preferred suppliers have gone through a tender process which has been performed by WALGA on behalf of all Local Governments within Western Australia.

The WALGA preferred supplier panel provides Local Governments the ability to engage businesses on the panel irrespective of the contract value or length. Prior to appointment all business are subjected to rigorous contract management to ensure compliance, optimal pricing and high performance. They have demonstrated the capacity to deliver optimal benefits and are subject to a comprehensive due diligence evaluation to ensure the integrity and sustainability of their offer before being appointed to the preferred supplier panel. WALGA have borne all costs and risks in relation to the tendering process.

Councils have the ability to use the preferred supplier panel to obtain quotes for goods and services, with a short turnaround time, therefore, reducing the time and recourses required for a tender process.

Companies that were appointed to the WALGA preferred supplier panel include:

- AMD Chartered Accountants
- Deloitte
- Grant Thornton
- Macri Partners
- Paxon Group
- PricewaterhouseCoopers
- UHY Haines Norton Chartered Accountants

All of the above companies have been prequalified by WALGA inclusive of preferred supplier rates and approval terms and conditions, for the delivery of specialist Local Government audit services. WALGA has secured discounts of up to 10% off market rates on the hourly rates with all companies above.

The Town called for quotations for auditing services for the 2010/11 financial year from three companies. Of the three companies invited to quote only one responded.

Officers believe that companies will choose not to tender as they have already undertaken a rigorous tendering process to provide Local Governments with competitive pricing through WALGA and inviting companies to tender will also remove the discount rate that has been secured through the WALGA tender process.

Officers are therefore recommending that the Town invite the above companies to quote for the appointment to become the Town's auditors for a three year period. Officers believe that this process will result in an improved response rate, reduced prices, and therefore a better overall outcome for the Town.

Attachments

Nil

NOTE: Mayor asked whether all Councillors were happy to consider all 3 recommendations together. After receiving verbal consent Mayor requested for a show of 3 hands.

Councillor A A Carter
Councillor D W Hooper
Councillor M Dziombak

201112/374 Council Decision

Moved: Cr A A Carter

Seconded: Cr D W Hooper

That Council agrees to consider Officer's Recommendations 1 to 3 of Agenda Item 11.4.1.2 'Process to Appoint the Town's Auditor' together.

Officer's Recommendation 1

That Council notes the recommendations from the Audit and Finance Committee at its meeting held on 22 February 2012.

RECOMMENDATIONS 1-3 CARRIED TOGETHER BY SIMPLE MAJORITY 7/0

Officer's Recommendation 2

That Council revokes point 3 of Council Decision 201011/377 Audit and Finance Committee Recommendation/Council Decision from 11 May 2011 recorded on page 104 of those minutes:

"Request the Chief Executive Officer to undertake a tender process to appoint an Auditor for 3 year period from 2011/12 to 2013/14"

RECOMMENDATIONS 1-3 CARRIED TOGETHER BY ABSOLUTE MAJORITY 7/0

Officer's Recommendation 3

That Council:

- 1. Request the Chief Executive Officer to undertake a quoting process utilising the WALGA preferred supplier panel to appoint an Auditor for a period of 3 years from 2011/12 to 2013/14.**
- 2. Note that after the quotes are received, a further report will be provided from the Audit and Finance Committee to Council to recommend appointment of the preferred company.**

***RECOMMENDATIONS 1-3 CARRIED TOGETHER BY SIMPLE
MAJORITY 7/0***

11.4.2 Governance and Administration**11.4.2.1 *Airport Committee Meeting Dates, Times, Venue and Membership (File No.: .../...)***

Officer Josephine Bianchi
Governance Coordinator

Date of Report 29 February 2012

Disclosure of Interest by Officer Nil

Summary

This report seeks Council's endorsement of the Airport Committee meeting dates, times and venue for the next 12 months. The report seeks Council's consideration of an additional Councillor to be nominated as part of the Airport Committee's membership. In light of a Committee member's recent resignation, Council is also requested to consider advertising for an additional member of the public to join the Committee.

Background

At its Ordinary Meeting of 8 February 2012, Council resolved (201112/300) to re-establish the Airport Committee as follows:

"Terms of Reference:

Aim/Purpose

The Airport Committee is established to ensure that the Port Hedland International Airport is recognised as a leading regional airport in the area of passenger and freight movements and customer satisfaction and to:

- Develop a comprehensive Airport Master Plan and commence implementation of key initiatives that are identified*
- Actively pursue the generation of income from a variety of sources at the Airport including through leases, rentals, advertising, freight and any other means*
- Upgrade terminal facilities including baggage screening and departure lounges*

Membership

Elected members:

*Councillor Arnold A Carter
Councillor Jan M Gillingham*

*Councillor Julie E Hunt
Councillor Gloria A Jacob
Community members:
Serge Doumergue
Doug Gould
Michelle Cook*

Quorum

The quorum for the Committee is to be a minimum of 50% of its membership.

Delegation

- i) To determine whether a tender is required to be sought or not as specified in LG (F&G) Reg 11F.*
- ii) To choose tenderers for products services on behalf of the local government in accordance with LG (F&G) Reg 18.*

*Tenure
Ongoing*

*Meeting frequency
Every 4 weeks*

*Responsible Officer
Director Engineering Services"*

The agenda for the Airport Committee Meeting called for 23 February was requested to set its meeting dates, times and venue for the year ahead, so that the Town's administration could advertise them accordingly. Unfortunately, due to a lack of quorum, this meeting did not go ahead.

Since this date, Councillor Dziombak has also indicated his interest in being added as a member on the Airport Committee.

Furthermore, Mr Doug Gould, a community member representative on the Committee, has recently submitted his resignation from the Airport Committee to the Chief Executive Officer.

Consultation

Nil.

Statutory Implications

12. Public notice of council or Committee meetings —

s. 5.25(1)(g)

(1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —

(a) the ordinary council meetings; and

(b) the Committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,

Subdivision 2 — Committees and their meetings

5.8. Establishment of Committees

A local government may establish Committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to Committees.*

** Absolute majority required.*

Policy Implications

Nil.

Strategic Planning Implications

Key Result Area 6: Governance

That the community acknowledges that the Town is leading the future development and management of municipality in an effective and accountable manner.

Other Actions: Undertake upgrades to the terminal and surrounds to improve the functionality of the facility including:
 Creating more common – user check in points
 Improving airport security screening arrangements

Review parking options and implement an agreed Airport Parking Plan
 2. Develop a Capital Improvement Plan for airport infrastructure that ensures Airport infrastructure can cater for projected growth.
 Goal 2: Marketing and Communication

That Town of Port Hedland is recognized by residents and ratepayers as being an open, informative accountable local government that listens to community views and keeps stakeholders informed.

Other Actions: Continue to inform and consult with the community regarding local events, issues and decisions through a variety of communication mechanisms.

Budget Implications

The cost of the advertising of the Airport Committee dates is included in the 2011/12 budget.

Officer's Comment

The Airport Committee meeting was first established in May 2010. It then reverted back to a working group in November 2011, to be re-established as a Committee in February 2012.

Although the group's definition changed, the meetings have historically always taken place on the 4th Thursday of the month, starting at 5:30pm in Council Chambers. The time has always suited all members and the meetings have been generally well attended.

In view of the above, it is the officer's recommendation that the Airport Committee maintain the above dates, times and venue for the year ahead.

It is also recommended that Councillor Dziombak be added as a member of the Committee. Councillor Dziombak had been an active member of the original Airport Committee who brought valuable expertise and support to the group.

In light of Mr Doug Gould's recent resignation, Council is also requested to consider advertising for an additional member of the public to form part of the Airport Committee's membership.

201112/375 Officer's Recommendation/Council Decision

Moved: Cr A A Carter

Seconded: Cr G A Jacob

That Council:

- 1. adopt the following meeting dates, times and venue for the Airport Committee for the year ahead:**
 - **Thursday 22 March 2012 at 5:30pm in Chambers**
 - **Thursday 19 April 2012 at 5:30pm in Chambers**
 - **Thursday 24 May 2012 at 5:30pm in Chambers**
 - **Thursday 28 June 2012 at 5:30pm in Chambers**
 - **Thursday 26 July 2012 at 5:30pm in Chambers**
 - **Thursday 23 August 2012 at 5:30pm in Chambers**
 - **Thursday 27 September 2012 at 5:30pm in Chambers**
 - **Thursday 25 October 2012 at 5:30pm in Chambers**
 - **Thursday 22 November 2012 at 5:30pm in Chambers**
 - **Thursday 20 December 2012 at 5:30pm in Chambers**
 - **Thursday 24 January 2013 at 5:30pm in Chambers**
 - **Thursday 28 February 2013 at 5:30pm in Chambers**
 - **Thursday 28 March 2013 at 5:30pm in Chambers**

- 2. appoint Councillor M Dziombak as an additional member of the Airport Committee; and**

- 3. call for applications through public advertisement for one additional community representative to form part of the Committee's membership.**

CARRIED BY ABSOLUTE MAJORITY 7/0

11.4.2.2 2011 Compliance Audit Return (File No.: ...)

Officer Josephine Bianchi
Governance Coordinator

Date of Report 27 February 2012

Disclosure of Interest by Officer Nil

Summary

The statutory Compliance Audit Return (CAR) for the 2011 calendar year is presented to Council for consideration.

Background

Each year all Western Australian Local Government Authorities are required to undertake a compliance audit and forward the results to the Department of Local Government (the Department) by 30 March. The CAR is a self-assessment of a local government referring to its levels of compliance with the Local Government Act and associated regulations.

This year the Department has made changes to the CAR in terms of the number compliance matters it addresses and also in terms of the approval process.

The CAR has been reduced in size from the previous 27 pages to 8 pages. This is due to the number of compliance questions being reduced to reflect the high risk areas only. Amendments to regulation 13 of the *Local Government (Audit) Regulations 1996*, gazetted on 30 December 2011, now enforce these modifications.

A further change to regulation 14 requires that the local government's Audit Committee now reviews the CAR and reports the results of that review to the Council prior to adoption by Council and the March submission to the Department.

This year's audit process was carried out by the Town's Chief Executive Officer. The Chief Executive Officer discussed compliance matters with relevant Directors and Managers and sought evidence that compliance was achieved throughout the year.

The CAR was presented to the Audit and Finance Committee on Wednesday 22 February 2012 and the following was resolved:

"That the Audit and Finance Committee:

1. Notes the outcomes of the 2011 Compliance Audit Return;

2. Requests the CEO to establish a revised process to ensure that Annual and Primary Returns are lodged within the legislative timeframe; and

3. Recommends that Council consider adopting the 2011 Compliance Audit Return.”

Consultation

Advice has been sought from the Department of Local Government in relation to the legislative changes.

Statutory Implications

Section 7.13(1)(i) of the Local Government Act 1995 states that:

“7.13.Regulations as to audits

(1) Regulations may make provision —

... (i) requiring local governments to carry out, in the prescribed manner and in a form approved by the Minister, an audit of compliance with such statutory requirements as are prescribed whether those requirements are —

(i) of a financial nature or not; or

(ii) under this Act or another written law.”

Regulation 14 of the Local Government (Audit) Regulations requires the following:

14. Compliance audits by local governments

(1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.

(2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.

(3A) The local government’s audit committee is to review the compliance audit return and is to report to the council the results of that review.

(3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —

(a) presented to the council at a meeting of the council; and

(b) adopted by the council; and

(c) recorded in the minutes of the meeting at which it is adopted.

[Regulation 14 inserted in Gazette 23 Apr 1999 p. 1724-5; amended in Gazette 30 Dec 2011 p. 5580-1.]

Policy Implications

Nil

Strategic Planning Implications

Goal 3 – Systems Development

That the Town's internal operating systems are structured in a manner that assists in providing timely accurate information to the community.

Budget Implications

Nil.

Officer's Comment

The Compliance Audit is one of the tools utilized by the Department of Local Government to monitor how the local government functioned throughout the previous calendar year from a legislative compliance perspective. It identifies areas of non-compliance that provide guidance to officers as to where processes may be reviewed to ensure improved compliance.

Council's compliance systems and structures are generally well developed with a high degree of observance with the required statutes being evident.

A total of 78 items were audited in the 2011 Compliance Audit process. A total of 2 non-compliances were identified. These are briefly tabled below:

Legislation	Non-compliance
s5.75(1) Admin Reg 22 Form 2	A primary return was not lodged by 2 newly designated employees within three months of their start date
s5.76(1) Admin Reg 23 Form 3	An annual return was not lodged by 31 August 2011 by 4 designated employees

The revised administrative process requested by the Audit and Finance Committee will need to be supported by the organization to ensure successful compliance.

Attachments

Town of Port Hedland Compliance Audit Report 2011

201112/376 Officer's Recommendation/Council Decision

Moved: Cr A A Carter

Seconded: Cr M Dziombak

That Council:

- 1. adopts the recommendations from the Audit and Finance Committee; and**
- 2. adopts the 2011 Compliance Audit Return.**

CARRIED 7/0

ATTACHMENT 1 TO ITEM 11.4.2.2

Department of Local Government - Compliance Audit Return



Government of Western Australia
Department of Local Government

Port Hedland - Compliance Audit Return 2011**Certified Copy of Return**

Please submit a signed copy to the Director General of the Department of Local Government together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2011.	N/A	No trading took place in 2011	josephine bianchi
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2011.	Yes		josephine bianchi
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2011.	Yes		josephine bianchi
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2011.	Yes		josephine bianchi
5	s3.59(5)	Did the Council, during 2011, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	No		josephine bianchi

Department of Local Government - Compliance Audit Return



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Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	Yes		Josephine Bianchi
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	Yes		Josephine Bianchi
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	Yes		Josephine Bianchi
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	Yes		Josephine Bianchi
5	s5.18	Has Council reviewed delegations to its committees in the 2010/2011 financial year.	Yes		Josephine Bianchi
6	s5.42(1), 5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Josephine Bianchi
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Josephine Bianchi
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Josephine Bianchi
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Josephine Bianchi
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Josephine Bianchi
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Josephine Bianchi
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2010/2011 financial year.	Yes		Josephine Bianchi
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Josephine Bianchi

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Josephine Bianchi
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Josephine Bianchi

Department of Local Government - Compliance Audit Return



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No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		josephine bianchi
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes		josephine bianchi
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	No		josephine bianchi
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2011.	Yes		josephine bianchi
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2011.	No		josephine bianchi
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		josephine bianchi
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		josephine bianchi
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		josephine bianchi
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		josephine bianchi
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		josephine bianchi
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	N/A		josephine bianchi
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes		josephine bianchi

Department of Local Government - Compliance Audit Return



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No	Reference	Question	Response	Comments	Respondent
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes		josephine bianchi
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		josephine bianchi

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	Yes		josephine bianchi
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	Yes		josephine bianchi

Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	Yes		josephine bianchi

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		josephine bianchi
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	Yes		josephine bianchi
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		josephine bianchi
4	s7.3	Was the person(s) appointed by the local government to be its auditor, an approved auditor.	Yes		josephine bianchi
5	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		josephine bianchi

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Department of Local Government - Compliance Audit Return



Government of **Western Australia**
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No	Reference	Question	Response	Comments	Respondent
6	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2011 received by the local government within 30 days of completion of the audit.	Yes		josephine bianchi
7	s7.9(1)	Was the Auditor's report for 2010/2011 received by the local government by 31 December 2011.	Yes		josephine bianchi
8	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	N/A		josephine bianchi
9	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	Yes		josephine bianchi
10	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		josephine bianchi
11	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		josephine bianchi
12	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		josephine bianchi
13	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		josephine bianchi
14	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		josephine bianchi
15	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		josephine bianchi

Department of Local Government - Compliance Audit Return



Government of Western Australia
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Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A		josephine bianchi
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	Yes		josephine bianchi
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		josephine bianchi
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		josephine bianchi
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	Yes		josephine bianchi

Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A		josephine bianchi
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		josephine bianchi
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		josephine bianchi
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		josephine bianchi
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		josephine bianchi
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) (c).	Yes		josephine bianchi

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Department of Local Government - Compliance Audit Return



Government of Western Australia
Department of Local Government

Tenders for Providing Goods and Services					
No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Josephine Bianchi
2	F&G Reg 12	Has the local government entered into multiple contracts only where avoiding the requirement to call tenders for a single contract in accordance with F&G Reg 11(1) was not a significant reason for doing so.	No		Josephine Bianchi
3	F&G Reg 14(1)	Did the local government invite tenders via Statewide public notice.	Yes		Josephine Bianchi
4	F&G Reg 14, 15 & 16	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Josephine Bianchi
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		Josephine Bianchi
6	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	Yes		Josephine Bianchi
7	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Josephine Bianchi
8	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes		Josephine Bianchi
9	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Josephine Bianchi
10	F&G Reg 21 & 22	Did the local governments' advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	Yes		Josephine Bianchi
11	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	Yes		Josephine Bianchi

Department of Local Government - Compliance Audit Return



Government of **Western Australia**
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No	Reference	Question	Response	Comments	Respondent
12	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	Yes		josephine bianchi
13	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	Yes		josephine bianchi
14	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	Yes		josephine bianchi
15	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$100,000 or less.	Yes		josephine bianchi

I certify this Compliance Audit return has been adopted by Council at its meeting on _____

Signed Mayor / President, Port Hedland

Signed CEO, Port Hedland

**11.4.2.3 Quarterly Performance Report as at 31 December 2011
(File No.: 03/01/002)**

Officer Debra Summers
Manager Organisational Development

Date of Report 27 February 2012

Disclosure of Interest by Officer Nil

Summary

This report is for Council to note the second Quarterly Performance Report as at the end of December 2011 (Attachment 1) in relation to the Annual Corporate Plan.

Background

The Department of Local Government in Western Australia has introduced guidelines for the implementation of a new Integrated Strategic Planning and Reporting Framework for local governments in Western Australia which is now required to be in place by June 2013.

The new framework includes the development of the following key strategic documents:

- 10 year Strategic Community Plan
- 4 year Corporate Plan
- Annual Operational Business Plan
- 4 year Workforce Plan
- 10 year Financial Plan
- 10 year Asset Management Plan

In May 2011 the Town of Port Hedland commenced the first stage of a two stage implementation process which included the development of a range of plans: Annual Corporate Plan, Directorate Plans and Business Unit Plans as per the organisational structure.

This first stage was completed in June 2011 and has resulted in the adoption by Council (201112/017) of the Annual Corporate Plan compliant with the Departments' requirements.

The Annual Corporate Plan details the work to be undertaken by the organisation during 2011-2012. It represents activity to achieve initiatives identified in the current Town of Port Hedland Strategic Plan 2011-2105 plus reflects projects and core activities, services and programs delivered by the Town of Port Hedland to its community and stakeholders.

The Quarterly Performance Report provides a high-level update of the work undertaken by the organisation in this second quarter from October – December 2011 to achieve the actions outlined in the Annual Corporate Plan.

Consultation

- Town of Port Hedland Executive
- Relevant Town of Port Hedland Officers
- CAMmanagement Solutions

Statutory Implications

The Local Government Act 1995 states that:

“5.56. Planning for the future

(1) A local government is to plan for the future of the district.

(2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.”

Policy Implications

Nil

Strategic Planning Implications

Key Result Area 6: Governance
Goal 1: Leadership

That the community acknowledges that the Town is leading the future development and management of the municipality in an effective and accountable manner.

The Corporate Planning Framework now integrates the Annual Corporate Plan with Council’s current Strategic Plan, and this Quarterly Performance Report represents activity to achieve these strategic priorities and actions.

Budget Implications

The actions reported on in this Quarterly Performance Report reflect the financial activity as reported in the October- December 2011 Quarterly Budget Review that has been presented to the Audit and Finance Committee on 22 February 2012 and subsequently to the Ordinary Council Meeting on 14 March 2012.

Officer's Comment

The Quarterly Performance Report provides an opportunity for the Council and the community to review the work currently being undertaken by the organisation to be assured that the required services programs and activities it agreed to in the Annual Corporate Plan and Strategic Plan are currently the focus of the organization and are being delivered.

Attachments

1. TOPH Council Quarterly Performance Report October – December 2011 - under separate cover

201112/377 Officer's Recommendation/Council Decision**Moved: Cr A A Carter****Seconded: Cr M Dziombak**

That Council receives the Quarterly Report for October – December 2011.

CARRIED 7/0

ITEM 12 LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL

12.1 *Proposed Additional Onsite Car Parking for the Esplanade Hotel on Lot 100 (2-4) Anderson Street, Port Hedland (File No.: 120880G)*

Officer Luke Cervi
Planning Officer

Date of Report 1 March 2012

Planning Application No. 2012/30

Disclosure of Interest by Officer Nil

Summary

Council received a Development application from Bloo Moons Pty Ltd being the owners of Lot 100 (2-4) Anderson Street, Port Hedland for "Hotel – Alterations to car parking and installation of service infrastructure".

As Council has previously made a determination on car parking for the site, the application is forwarded to Council for determination.

Background*Location and site details*

Lot 100 (2 – 4) Anderson Street is located on the corner of Anderson Street and The Esplanade. The site comprises an area of 4284m².

Previous Council Decisions

At its Ordinary Council Meeting of 25 February 2009, Council approved Planning Permit 2009/45 for the redevelopment of the site, subject to inter alia, the following condition:

"h) A minimum of 202 car parking spaces are to be provided in accordance with Appendix 7 of Council's Town Planning Scheme No.5 and to the satisfaction of the Council's Manager Planning."

In addition, the following footnote was included:

“b) In regard to condition (h), the Council may consider a cash-in-lieu of car parking contribution or other suitable arrangement for any shortfall. However, given the significant variation, the numbers will be finalised after a 12 month review from the final completion date of the development, including suitable negotiations with Council's Director Community and Regulatory Services in accordance with clause 6.13.3 of Council's Town Planning Scheme No.5. The applicant is further advised that the initial car parking justification is considered reasonable and that the 12 month review will allow these assumptions to be verified.”

At its Ordinary Council Meeting of 14 December 2011, Council approved an alternative to “Condition h)” being:

1. *Agrees to reciprocate 20 of the 202 bays by 2009/45, resulting in a requirement for 182 bays to be provided.*
2. *Gives in principle support to the parking layout proposed in plan ESP1.*
3. *Requires Plan ESP1 to be submitted to and approved by Council's Manager Technical Services (including any amendments considered necessary).*
4. *Prior to the occupation of the completed development requires the owner / developer Bloo Moons Pty Ltd to design, construct, linemark and signpost all bays within areas B, C, D, E, & 1/3 F of Plan ESP1 to the satisfaction of Council's Manager Technical Services.*
5. *Prior to the occupation of the completed development requires a cash in lieu contribution to be paid by the applicant for 59 car bays. The cash in lieu contribution figure is to be provided by the Town and is to be calculated by a suitably qualified quantity surveyor, on the basis of construction cost of the per bay construction cost only of a 3 level car park.*
6. *Delegates the Chief Executive Officer to alter the number of bays cash in lieu payment is required for in the event modifications to Plan ESP1 result from point 3 above subject to the following provisions:*
 - a. *Plan ESP1 only being modified in the areas identified in point 4 above; and*
 - b. *the formula for cash in lieu of parking is to be in accordance with point 5 above.*

Current Proposal

The application proposes that the internal court yard be converted to provide for 50 car parking spaces and installation of service infrastructure including fire tanks, gas tanks and bin storage. In addition alterations are proposed to adjoining public lands to facilitate car parking and traffic flow.

Council's previous resolution required the applicant to submit and have approved a car parking plan (ESP1 plan) in addition to paying a cash in lieu of parking contribution for 59 bays. The developer seeks to reduce the cash-in-lieu contribution requirement by providing for additional car parking. It is proposed that the area previously identified as a courtyard that would have included high amenity landscaping and significant water features will be replaced by car parking.

Council officers have been in discussion with the applicant and their representatives with a view to facilitating an outcome with respect to the car parking issues surrounding this proposal. As a result it was determined various options would be circulated to the proponent and they would in turn submit to Council potentially an alternate offer that may see some middle ground with respect to the discussions. The applicant has since advised that his original position of offering a monetary contribution of \$1M has not changed. The applicant has since advised they may seek legal avenues to resolve this matter to their satisfaction.

It should be noted the original development approval was issued in February 2009. The applicant contends the expected monetary contribution in lieu of providing car parking was significantly less than that being requested by Council now. Section 6.13.3 of the Council's Planning Scheme stipulates the provisions for cash-in-lieu payments:

"6.13.3 A cash-in-lieu payment, to the equivalent cost of providing the required car parking spaces and proportion of aisles, plus the value of the area of land which would have been occupied by the spaces and proportion of aisles, may be paid to the Council. This payment is to contribute to a fund set aside by Council for the purposes of providing public car parking areas."

Common practice stipulates contributions calculated on the cost of construction at the time of payment. Further, the planning scheme provides for the following:

“6.13.4 Where the amount of cash-in-lieu payable under clause 6.13.3 cannot be agreed it shall be determined by arbitration in accordance with the Commercial Arbitration Act 1985 (as amended) or some other method agreed upon by Council and the developer.”

It should also be noted that the applicant is nearing completion of the project. The proponent has advised the proposed monetary contribution is outside the scope of the business plan developed for the project and may hinder final delivery of the project.

Consultation

Internally:

The application was circulated to the following internal units, with comments received, included in the report:

- Manager Technical Services
- Manager Building Services

Statutory Implications

In accordance with the Planning and Development Act 2005, the proposed development is subject to the provisions of the Port Hedland Town Planning Scheme No. 5.

Policy Implications

At the Ordinary Council Meeting of 24 November 2010, Council considered the West End Car Parking Study, and resolved inter alia to prepare a Local Planning Policy to address reciprocal car parking and cash-in-lieu of car parking. In this regard, in February 2011 Council initiated the Draft Local Planning Policy 12 (DLPP12) – Reciprocal Car Parking and Cash in Lieu of Car Parking

The key components of DLPP12 are as follows:

- At least half (50%) of the parking required by TPS5 must be provided on site.
- All residential (occupier) parking required by TPS5 must be provided on site.
- Parking provided off site must be conveniently located to the development site.
- No single development may claim more than 1/3 of all public parking within the vicinity (250m) of the development site.
- A request for waiver of car parking must be supported by a traffic study prior to being considered.

Strategic Planning Implications

Nil

Budget Implications

An application fee of \$1,857.00 has been received as per the prescribed fees approved by Council.

Construction of a 3 storey car park in the West End to provide for up to 175 cars has been estimated to be \$10,170,000 being approximately \$58,114 per bay. Should the developer not be able to provide the necessary bays on site, any reduction to a cash in lieu of parking contribution will need to be absorbed by Council. This would have a negative impact on the Towns budget.

The introduction of paid parking may absorb part or all of the impacts. However, resourcing and maintenance costs would impact on the revenue generated from paid parking. Set up costs also need to be considered.

Officer's Comment

The developer is seeking to significantly amend the courtyard area to provide for an additional 34 car bays on site to reduce their cash in lieu of parking contribution. In addition, reconfiguration of adjoining public lands provides for 158 car bays in the public realm (107 currently exist).

The Manager Technical Services has reviewed the plans and has raised concerns regarding the street and public car parking design and the distribution of disabled bays. These issues require further review to appropriately resolve the street and parking layout.

Car parking requirements

Car parking for the site has remained an area of contention since redevelopment approval was granted in 2009. This permit required 202 car parking bays to be provided, a parking study at the time provided by Whelans argued that only 128 car bays were required.

At its meeting on 14 December 2011, Council determined to allow an alternative to the provision of 202 bays being 16 to be provided on site, 107 in the public realm and 59 to be provided for by a cash in lieu contribution (20 bays were also determined as reciprocal resulting in the actual number of bays provided being 182).

Based on Council's most recent approval, officers support the requirement for 182 bays to be provided for the development.

Implications on funding of multi level car park.

An estimate for the construction of the multi level car park has been received at \$10,170,000 equating to approximately \$58,114 per bay (slightly below the \$60,000 envisaged when Council determined a contribution for 59 bays was required at its meeting on 14 December 2011).

The current requirement for the developer to provide a cash in lieu of parking contribution for 59 bays results in a \$3,428,726 contribution. The contribution required by Council and other developers would be \$6,741,274

Note: The developer of Lot 9 The Esplanade has a contribution requirement for 19 bays being \$1,104,166.

Should a lesser contribution be required, it is likely to set a precedent for other developers to contest paying contributions which are integral to the development of a multi level car park.

Implications on development

The provision of additional car parking bays on site will see the loss of the courtyard. The courtyard is considered to contribute significantly to the overall amenity of the development and therefore if it is lost, the amenity of the development would be reduced substantially.

The proposal is significantly different to the original hotel redevelopment and to the intent of what officers envisaged to be developed on the site. Officers support would not have been forthcoming to allow use of as many (107) car parking bays on public land as resolved by Council on 14 December 2011.

Options*Option 1*

- All bays provided on site

The applicant provide all 182 bays on site, any bay not provided on site subject to a a cash in lieu of parking contribution

Bays to be provided	182
On site	50
Existing road reserve parking	0
Lot 9000 public car park	0
Shortfall	132
Cash in lieu contribution	\$7,671,048

Option 2

- Options where Council only consider car bays currently available in road reserves (32 bays) and use of Lot 9000 public car park (75 bays)

Council allow use of all car bays existing in the public realm

	Current approval 14 December 2011	Proposal
Bays to be provided	182	182
On site	16	50
Existing road reserve parking	32	32
Lot 9000 public car parking	75	75
Shortfall	59	25
Cash in lieu contribution	\$3,428,726	\$1,452,850

Option 3

- Options where Council consider car bays that may be able to be accommodated in road reserves (83 bays) and use of part of the Lot 9000 public car park (75 bays)

Note: Council's Technical Services Unit requires further information prior to supporting the number and configuration of car bays within the road reserves.

Council allow use of all possible road reserve bays and 1/3 of Lot 9000 public car park bays

	Current approval 14 December 2011	Proposal
Bays to be provided	182	182
On site	16	50
Possible road reserve parking	83	83
Lot 9000 public car parking (1/3)	25	25
Shortfall	58	24
Cash in lieu contribution	\$3,370,612	\$1,394,736

Council allow use of all possible road reserve bays and 1/2 of Lot 9000 public car park bays

	Current approval 14 December 2011	Proposal
Bays to be provided	182	182

On site	16	50
Possible road reserve parking	83	83
Lot 9000 public car parking (1/2)	37	37
Shortfall	46	12
Cash in lieu contribution	\$2,673,244	\$697,368

Council allow use of all possible road reserve bays and 2/3 of Lot 9000 public car park bays

	Current approval 14 December 2011	Proposal
Bays to be provided	182	182
On site	16	50
Possible road reserve parking	83	83
Lot 9000 public car parking (2/3)	50	50
Shortfall	33	-1
Cash in lieu contribution	\$1,917,762	N/A

Council allow use of all possible road reserve bays and 3/4 of Lot 9000 public car park bays

	Current approval 14 December 2011	Proposal
Bays to be provided	182	182
On site	16	50
Possible road reserve parking	83	83
Lot 9000 public car parking (3/4)	58	58
Shortfall	25	-9
Cash in lieu contribution	\$1,452,850	N/A

Council allow use of all possible public realm bays

	Current approval 14 December 2011	Proposal
Bays to be provided	182	182
On site	16	50
Possible road reserve parking	83	83
Lot 9000 public car parking	75	75
Shortfall	8	-26
Cash in lieu contribution	\$464,912	N/A

Option 4

- Options where Council considers an alternative monetary contribution

Council determines a separate monetary contribution for the shortfall of car parking bays. This may be in line with the proposal by the applicant of \$1M or alternatively Council may nominate an alternate monetary contribution deemed acceptable.

Option 5

- Refuse the application

Council refuse the application due to car parking and other concerns. The application is significantly different from what Council has previously considered and would significantly impact on the intent and amenity of the proposed development.

It is considered that the proposal would have a detrimental impact on the town. Whilst additional parking would be available on site, the development will still have a significant negative impact on public parking in the vicinity. Council's ability to fund parking solutions such as a multi level car park would be impacted should lesser monetary contributions be accepted. It is recommended that Council refuse the application.

The officers concern with regards to reducing car parking requirements or corresponding monetary contributions in lieu of providing parking is that it may create an unwanted precedent for how Council considers future developments and the ensuing impact on the future development of the West End town centre.

Attachments

1. Planning Permit 2009/45
2. Original ESP1 Plan
3. Amended ESP1 Plan
4. Proposed Site Plan and Elevations

201112/378 Officer's Recommendation/Council Decision

Moved: Cr A A Carter

Seconded: Cr G A Jacob

That Council:

- i) Refuses the application submitted by Bloo Moons Pty Ltd for a "Hotel – Alterations to carparking and installation of service infrastructure" on Lot 100 (2-4) Anderson Street, Port Hedland, on the following grounds:
 - 1. Insufficient car parking being provided on site.**
 - 2. Adverse impacts on car parking in the vicinity of the development.**
 - 3. The proposal is significantly different to Council's original planning approval for this site.**
 - 4. Proper and orderly planning.****
- ii) Advise the applicant Bloo Moons Pty Ltd that its decision relating to car parking for the Esplanade Hotel on 14 December 2011 remains unchanged.**
- iii) Advise the applicant Bloo Moons Pty Ltd that its decision referred to in ii) above was predicated on the development plans previously submitted to Council which indicated a significant courtyard and internal open space area. Should these plans change significantly Council's decision (relaxation of car parking requirements) of 14 December 2011 will need to be reviewed and may change.**

CARRIED 7/0


ATTACHMENT 1 TO ITEM 12.1

ATTACHMENT 1 (1/6)

FILE COPY

09-01247

PORT HEDLAND



Douglas Gould
 PO Box 658
 Kalgoorlie WA 6430

Our Ref: RDJBA120880
 2009/45
 Your Ref:
 Enquiries: Richard Balrstow
 Direct Line: 08 9158 9342
 managerplanning@porthedland.wa.gov.au

Dear Sir / Madam

RE: COUNCIL ITEM: 11.1.2.2
APPLICATION NUMBER: 2009/45
LOCATION: Lot 1 2-4 ANDERSON STREET PORT HEDLAND 6721
DESCRIPTION: HOTEL/SHOP - Extension and upgrade of the existing Esplanade Hotel


Thank you for your application lodged on behalf of the landowner, BLOO MOONS PTY LTD, regarding the above proposal.

I wish to advise that Council at its Ordinary Meeting held on Wednesday 25th February 2009 resolved to approve your application for the construction of a HOTEL/SHOP - Extension and upgrade of the existing Esplanade Hotel at the above property. This approval is subject to the conditions contained on the attached Permit. Please note that the decision is part of unconfirmed Council Meeting minutes and are provided "Without Prejudice". Minutes are provided on the strict understanding that all terms whether deemed, expressed or implied do not purport to record the proceedings of Council until confirmed by resolution of Council, normally at the following Ordinary Meeting.

Pursuant to Clause 9.6 of the Town of Port Hedland Town Planning Scheme No.5, if the applicant and/or owner are aggrieved by this decision, as a result of a condition of approval or by a determination of refusal, you may have a right of review through the State Administrative Tribunal in accordance with section 252(1) of the Planning and Development Act 2005 (as amended). The application for review must be lodged with the State Administrative Tribunal, Perth, within **28 days** of receiving this decision. Further information and review application forms can be obtained by contacting the State Administrative Tribunal on 08 9219 3111 or via Internet at www.sat.justice.wa.gov.au or by contacting Council's Planning Services.

For Building and Environmental Health enquiries, please contact 08 9158 9325 and ask for the relevant section. Engineering queries can be forwarded to 08 9158 9700.

Yours faithfully,


 Terry Sargent
 Director Regulatory & Community Services
 26th February 2009

CIVIC CENTRE, MCGREGOR STREET, PORT HEDLAND
 TELEPHONE: (08) 9158 9300 FACSIMILE: (08) 9173 1766

PO Box 41, PORT HEDLAND 6721
 EMAIL: council@porthedland.wa.gov.au

ATTACHMENT 1 (2/6)

**TOWN PLANNING SCHEME 5
TOWN OF PORT HEDLAND****Office Use Only**
Lot No: 1
Street: Anderson Street
Assessment No: A120880G
Application: 2009/45**DECISION ON APPLICATION FOR COUNCIL'S PLANNING CONSENT****Name of Owner of Land on Which Development is proposed:****Owner:** BLOO MOONS PTY LTD
51 WORTLEY STREET
KALGOORLIE WA 6430**Applicant:** Douglas Gould
PO Box 658
Kalgoorlie WA 6430

Planning consent is granted for a HOTEL/SHOP - Extension and upgrade of the existing Esplanade Hotel - Including 110 rooms, 120 seat restaurant, 80 seat function centre, 20 on-site parking bays and 90m² Shop at Lot 1 2-4 ANDERSON STREET PORT HEDLAND 6721, as outlined in the application received 30 January 2009 and indicated on the attached plans, subject to the following conditions:

1. Subject to the resolution of the following matters to the satisfaction of the Director Regulatory and Community Services:
 - a) Confirmation from a suitably qualified Engineer confirming that suitable drainage alternatives are feasible; and
 - b) Completion of a legally binding agreement regarding the rectification of the drainage related matters all costs of the agreement and associated works being paid by the applicant/owner.
2. Approves the application submitted by Doug Gould the applicant and part owner for the proposed upgrade and extension of the Esplanade Hotel on Lot 1, Reserve 28860, Lot 942, and Part Reserve 30258, Lot 1619 as indicated on the approved plans and subject to the following conditions and footnotes:
 - a) This approval relates only to the proposed Hotel, Shop and other incidental development associated with these uses, as indicated on the approved plans. It does not relate to any other development on this lot.
 - b) The development must only be used for purposes, which are related to the operation of a "Hotel" business other than the area shown in red which shall be used as a "Shop". Under the Town of Port Hedland's Town Planning Scheme No. 5 a "Hotel" and "Shop" are defined as:

Hotel – "any land or buildings providing accommodation for the public and may include an entertainment venue, restaurant or sell liquor" and

Shop – "any building and associated land where goods are displayed or offered for sale by retail or hire of non-industrial goods or where services of a personal nature are provided, including a betting agency but excluding a showroom, take-away food outlet and garage sale".
 - c) This approval to remain valid for a period of twenty-four (24) months if

**TOWN PLANNING SCHEME 5
TOWN OF PORT HEDLAND****Office Use Only**

Lot No: 1

Street: Anderson Street

Assessment No: A120880G

Application: 2009/45

development is commenced within twelve (12) months, otherwise this approval to remain valid for twelve (12) months only.

- d) Prior to the submission of a Building Licence amended plans and or information being submitted to and approved by the Manger Planning:
- I. The amalgamation of the subject lots and reserves as required to facilitate the development; and
 - II. Satisfactory lease arrangements for occupation of land to be developed prior to purchase being made with the appropriate authority and conveyed to the Town.
- e) Prior to the commencement of works a suitable legal arrangement to the specifications of the Town's Solicitors and at the applicant/owners expense addressing the leasing and maintenance of the Council's car park being submitted to and approved by the Manger Planning.
- f) The Hotel development shall have a maximum of 110 rooms, 120 seat restaurant and 80 seat function room
- g) A minimum of 202 car parking spaces are to be provided in accordance with Appendix 7 of Council's Town Planning Scheme No.5 and to the satisfaction of the Council's Manager Planning.
- h) Three (3) disabled car parking bays are to be provided in locations close to the restaurant/hotel entrances and with a minimum width of 3.8 metres, all to the satisfaction Manager Planning.
- i) In regard to conditions g and h, such areas are to be constructed, drained, kerbed and marked to the specifications of the Director Engineering services and thereafter maintained to the satisfaction of the Manager Planning prior to the development first being occupied.
- j) A retail floor space allocation of 90m² for the shop use has been approved to this lot as part of this approval.
- k) A detailed landscaping and reticulation plan (including common areas) to be submitted and approved the Manager Planning within 30 days of the dwellings being occupied. The plan to include location, species and planting details with reference to Council's list of Recommended Low-Maintenance Tree and Shrub Species for General Landscaping included in Council Policy 10/001.
- l) Landscaping and reticulation to be established in accordance with the approved detailed plans prior to the development first being occupied and thereafter maintained to the satisfaction Manager Planning.
- m) Stormwater disposal to be designed in accordance with Council's Engineering Department Guidelines, and all to the satisfaction of the Manager Planning.

ATTACHMENT 1 (4/6)

**TOWN PLANNING SCHEME 5
TOWN OF PORT HEDLAND****Office Use Only**

Lot No: 1

Street: Anderson Street

Assessment No: A120880G

Application: 2009/45

- n) A Rubbish Collection Strategy / Management Plan shall be submitted to and approved by the Town prior to the commencement of works. The strategy / plan shall consider service vehicle manoeuvring on the internal roads of the development. Any alterations to the approved plans required as a result of the strategy / plan shall be incorporated into the building licence plans. The approved strategy / plan shall be implemented to the satisfaction of the Manager Planning.
- o) Any roof mounted or freestanding plant or equipment, such as air conditioning units, to be located and/or screened so as not to be visible from beyond the boundaries of the development site to the satisfaction of the Manager Planning.
- p) The driveways and crossover shall be designed and constructed to specifications of the Manager Technical Services and to the satisfaction of the Manager Planning, prior to the occupation of the Buildings.
- q) The pedestrian pathways, landscaping areas, parking areas and/or associated access ways shall not be used storage (temporary or permanent) and/or display and/or be obstructed in any way at any time, without the prior approval of the Town.
- r) All storage/service areas shall to be suitably screened and access doors/gates closed other than when in use to the satisfaction of the Manager Planning.
- s) All storage/service areas shall be suitably screened and access doors/gates closed other than when in use to the satisfaction of Manager Planning.
- t) The submission of a construction management plan at the submission of a Building Licence application stage for the proposal detailing how it is proposed to manage:
1. The delivery of materials and equipment to the site;
 2. The storage of materials and equipment on the site;
 3. The parking arrangements for the contractors and subcontractors;
 4. Impact on traffic movement;
 5. Operation times including delivery of materials;
 6. Other matters likely to impact on the surrounding residents;
 7. Building waste management control; and
 8. Point of contact personnel for control of enquiries and any complaints; and

**TOWN PLANNING SCHEME 5
TOWN OF PORT HEDLAND**

Office Use Only
Lot No: 1
Street: Anderson Street
Assessment No: A120880G
Application: 2009/45

all to the satisfaction of the Manager Planning.

FOOTNOTES:

1. You are reminded that this is a Planning Approval only and does not obviate the responsibility of the developer to comply with all relevant building, health and engineering requirements.
2. In regard to condition g, the Council may consider cash in lieu of car parking contribution or other suitable arrangement for any shortfall. However, given the significant variation, that numbers will be finalised after a 12 month review from the final completion date of the development, including suitable negotiations with Council's Director Community and Regulatory in accordance with clause 6.13.3 of Council's Town Planning Scheme No.5. The applicant is further advised that the initial car parking justification is considered reasonable and that the 12 month review will allow these assumptions to be verified.
3. Be advised that the Town's Environmental Health Services Department has raised the following matters. If any of these matters require clarification please contact the Department on 9158 9325
4. It is a requirement under the Town of Port Hedland Eating House Local Laws that all food premises be licensed prior to beginning operations;
5. The applicant is advised that the construction and use of the proposed premises is required to comply with the Health (Food Hygiene) Regulations 1993;
6. Prior to the issue of a building licence, a fit out plan of all internal fixtures, finishes and fittings must be provided and approved to the specifications of Town's Environmental Health Services;
7. Be advised that the food premises may be required to be connected to a grease trap prior to effluent entering the disposal system;
8. The development must not interfere with property and effluent mains and/or effluent disposal systems.
9. The operations to comply with the requirements of the Environmental Protection (Noise) Regulations 1997 in respect to noise but, notwithstanding, the operations to have due regard to the health and amenity of any person in the vicinity.
10. Approval must be obtained from Council's Environmental Health Services and the Department of Health prior to the installation of the swimming pool.
11. Waste receptacles are to be stored in a suitable enclosure to be provided to the specifications of Council's Health Local Laws 1999.
12. Waste disposal and storage is to be carried out in accordance with Council's Health Local Laws 1999.

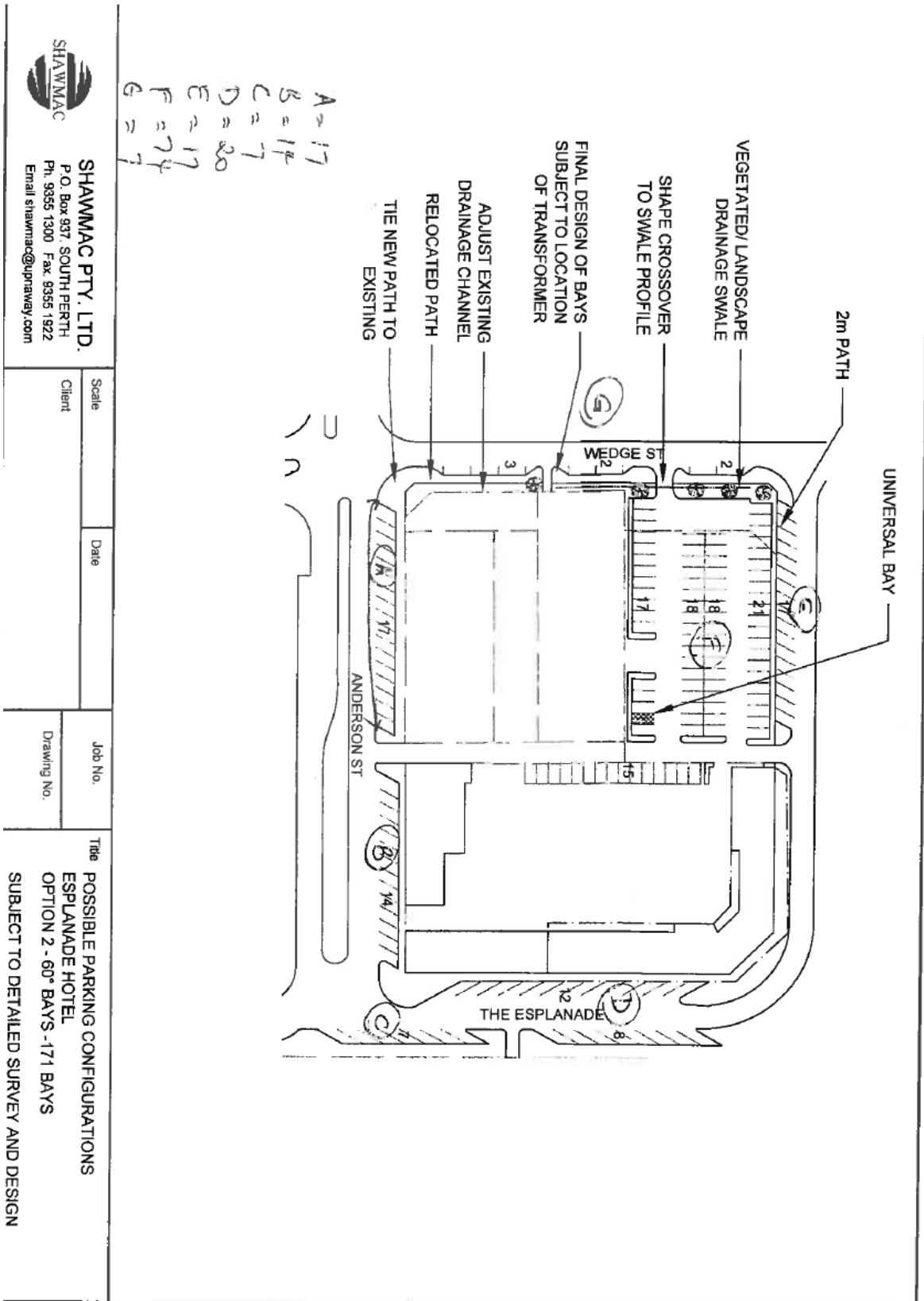
ATTACHMENT 1 (6/6)

**TOWN PLANNING SCHEME 5
TOWN OF PORT HEDLAND****Office Use Only**
Lot No: 1
Street: Anderson Street
Assessment No: A120880G
Application: 2009/45

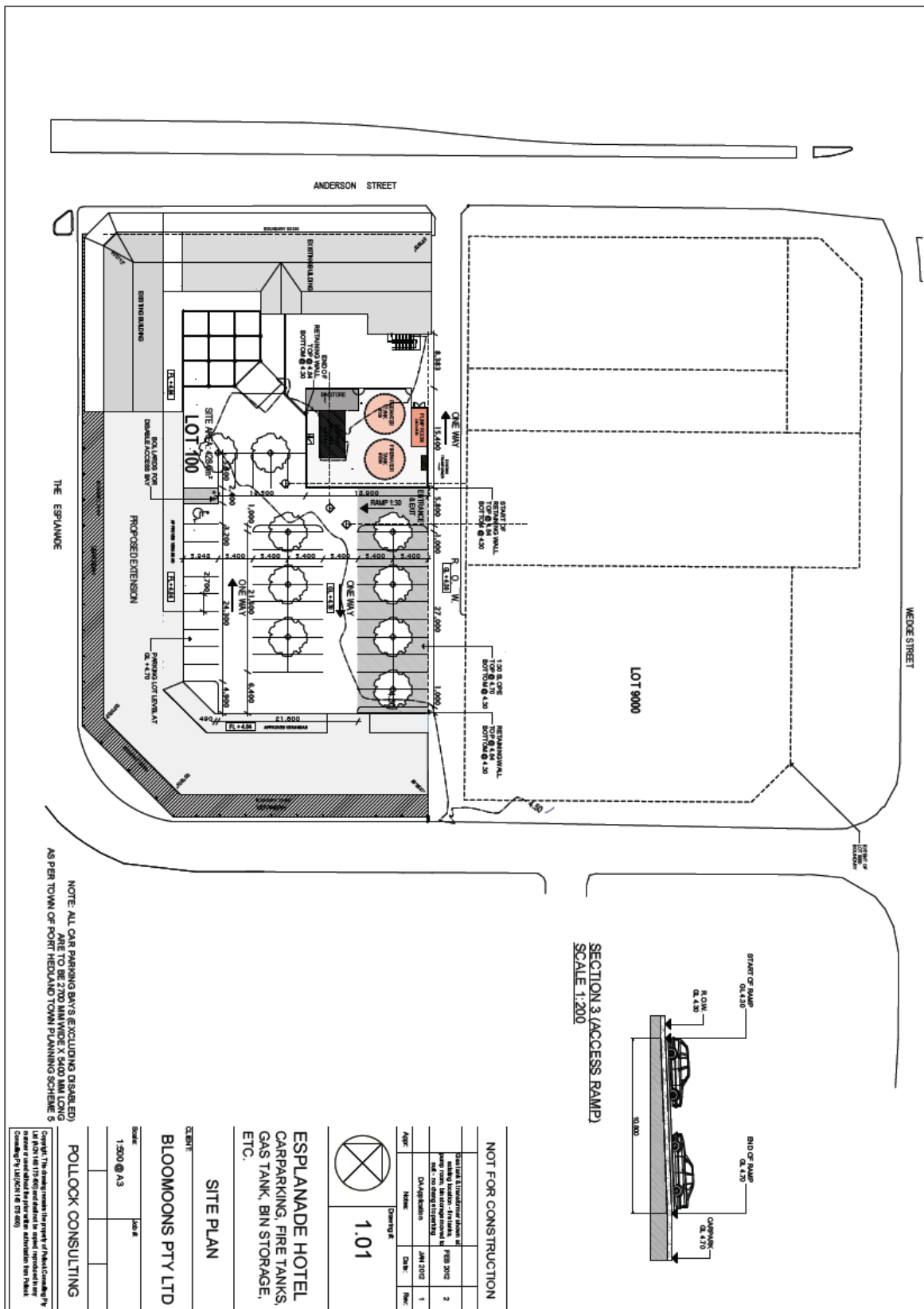
13. Pool must comply with the Health (Swimming Pools) Regulations 1964 to the satisfaction of Environmental Health Services.
14. Be advised that all lodging houses are required be registered under the Health Act 1911 and operate in accordance with that Act and the Town of Port Hedland Health Local Laws 1999.
15. Be advised that at the building licence stage a detailed floor plan is required to be submitted in order for Town's Environmental Health Services to assess compliance to the Town of Port Hedland Health Local Laws 1999.
16. Be advised that it is a requirement under the Health (Swimming Pool) Regulations 1964 that all public swimming pools be approved by the Health Department of Western Australia and Town's Environmental Health Services prior to use.
17. The developer to take note that the area of this application may be subject to rising sea levels, tidal storm surges and flooding. Council has been informed by the State Emergency Services that the one hundred (100) year average recurrence interval (A.R.I) cycle of flooding could affect any property below the ten (10) metre level AHD. Developers shall obtain their own competent advice to ensure that measures adopted to avoid that risk will be adequate. The issuing of a Planning Consent and/or Building Licence is not intended as, and must not be understood as, confirmation that the development or buildings as proposed will not be subject to damage from tidal storm surges and flooding.
18. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.

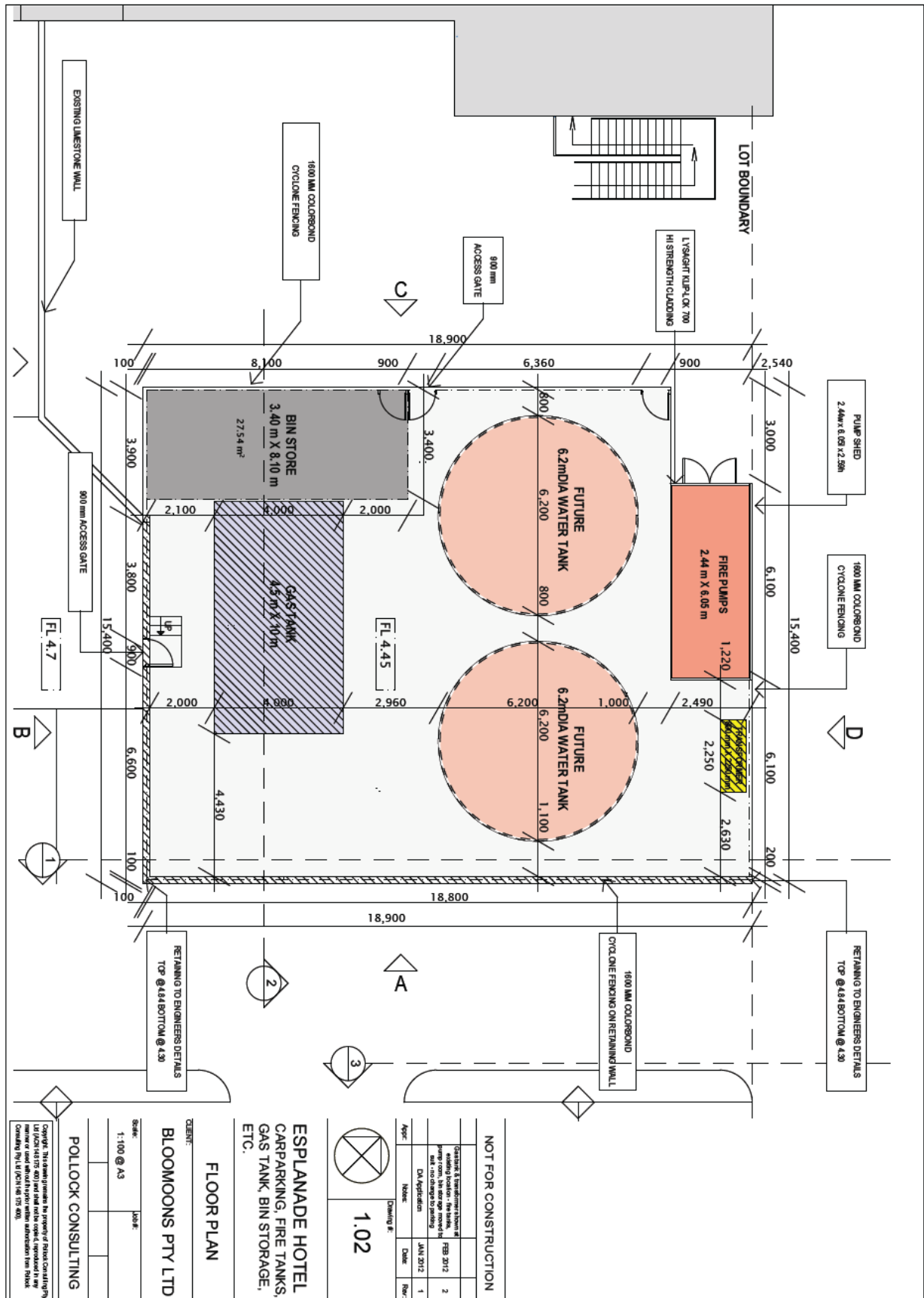
Signed 
Director Community & Regulatory Services
26th February 2009

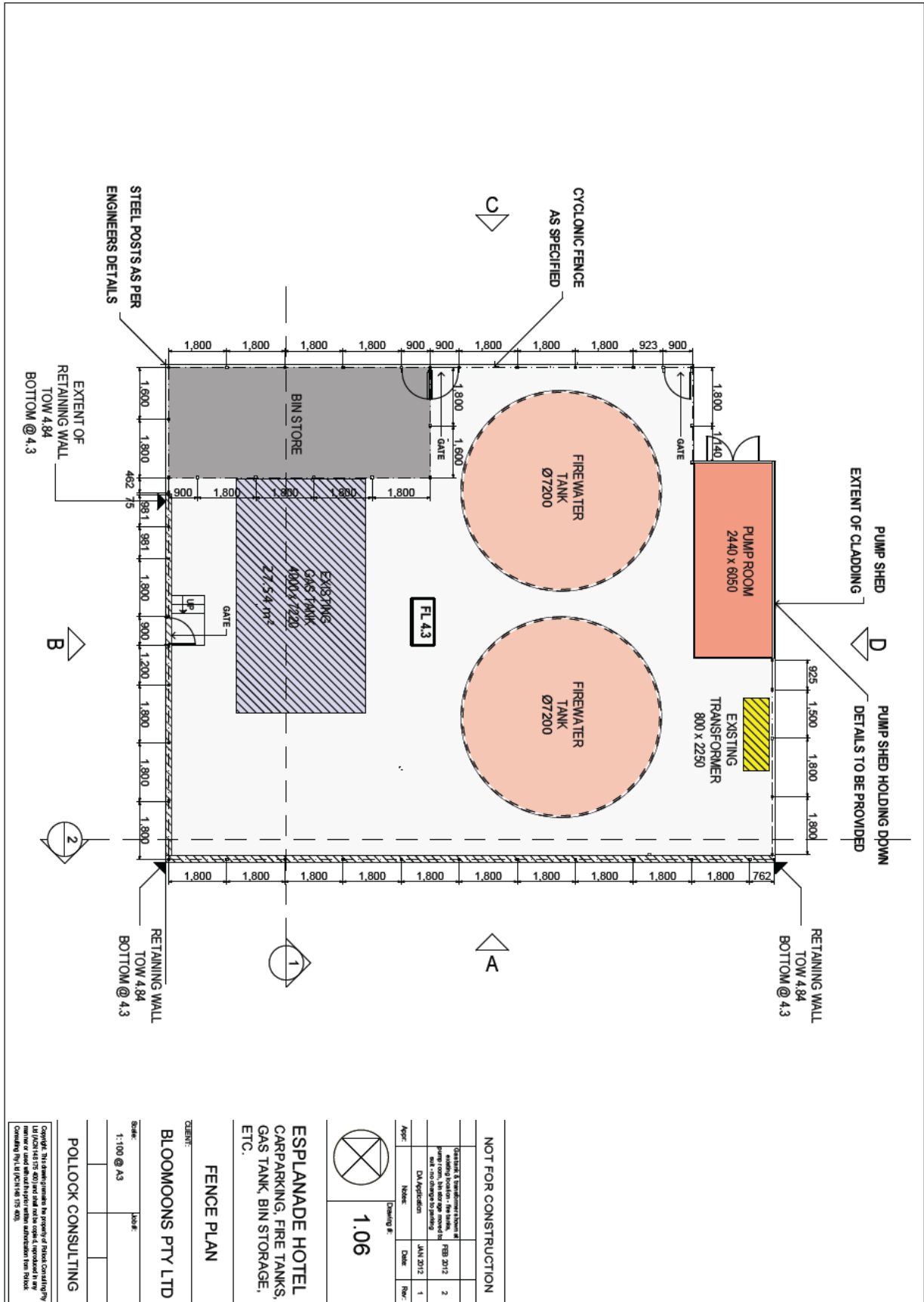
ATTACHMENT 2 TO ITEM 12.1



ATTACHMENT 4 TO ITEM 12.1







12.2 ***Consideration of Business Plan for a Major Land Transaction with Mineral Resources Limited (File No.: 01/04/0002)***

Officer	Sara Bryan Acting - Manager Investment and Business Development
Date of Report	24 February 2012
Disclosure of Interest by Officer	Nil

Summary

This item requests a decision from Council in relation to the disposal of land by way of lease to Mineral Resources Limited for the development of a Transient Workers Accommodation Camp on Part of Lot 2444, Great Northern Highway, Port Hedland.

Background

At Ordinary Council Meeting held 25 May 2011 Council resolved to acknowledge negotiations with Mineral Resources Limited for lease of a parcel of land on the Great Northern Highway, Port Hedland and resolved to authorise the Chief Executive Officer to prepare a business plan for a 'major land transaction' and subsequently advertise this business plan in accordance with section 3.59 of the Local Government Act 1995.

During the requisite 6 week advertising period, three submissions were received containing objections to the terms of the proposal put forth within the business plan.

At Ordinary Council Meeting held 24 August 2011, Council received a report, containing a summary of those submissions, which led to the following decision:

"201112/088 Officer's Recommendation 1/Council Decision

Moved: Cr A A Carter Seconded: Cr M B Dziombak

That Council:

- 1. receives the written submissions, in relation to the Business Plan proposed for a Major Land Transaction, Part of Lot 2444 Great Northern Highway, Port Hedland; and*
- 2. not proceed with the 'major land transaction' proposed in the business plan.*

CARRIED BY ABSOLUTE MAJORITY 6/0

*201112/089 Officer's Recommendation 2/Council Decision**Moved: Cr A A Carter**Seconded: Cr M B Dziombak**That Council:*

- 1. authorises the Chief Executive Officer to write to Mineral Resources Limited indicating Council's position to maintain their support for the creation of a 224 person camp on the following terms:*
 - the development should be restricted to housing for Mineral Resources Limited and Hancock Prospecting staff;*
 - A development density of approximately 1 person per 100 square metres, comparable to other neighbouring TWA developments;*
 - A lease area of 22,400 square metres;*
 - A lease term of 10 years;*
 - An increase to the base rental for the leased area, closer to the market value of \$15 per square metre, with an annual CPI increase (in light of the submissions);*
 - A 'whole of life' timeline for the development;*
 - A rent review every three years with a market valuation;*
 - Mineral Resources Limited to pay for the re-survey to modify design or shape;*
 - A community contribution amount equivalent to that paid by Auzcorp for their Mia Mia camp, on a per room basis; and*
 - A one of donation to the Town toward the JD Hardie Centre or Marquee Park developments in the amount of \$25,000, payable upon execution of the lease*
- 2. authorise the Chief Executive Officer on receipt of a subsequent proposal containing terms which are reflective of Officer's Recommendation 2.1, to prepare a business plan for a 'major land transaction' proposal and advertise state wide for a period of six weeks in accordance with section 3.59 of the Local Government Act 1995; and*
- 3. authorise the Chief Executive Officer to reject any subsequent proposal the terms of which are not reflective of Officer's Recommendation 2.1 and further authorise the Chief Executive Officer to then advertise a 'Request for Proposal' for a period of not less than six weeks, for the disposal of the land by way of a lease or leases, the parcel of land situated on Lots 2443 and 2444, Great Northern Highway as illustrated in attachment one, in accordance with section 3.58 of the Local Government Act 1995, utilising the following criteria against which the proposals will be assessed:*

Criteria	Weighting
<p><i>Demonstrated Understanding of the Desired outcomes, including but not limited to:</i></p> <ul style="list-style-type: none"> <i>a) a lease of no more than 10 years;</i> <i>b) rental equivalent to or greater than market value;</i> <i>c) annual CPI increases with a market review every three years;</i> <i>d) annual community contributions;</i> <i>e) other community benefits, such as public use of facilities, support for local business, monetary donation to community projects, reduced room rates for particular identified community groups;</i> <i>f) a donation of at least 20% of the rooms to the Town of Port Hedland for exclusive use;</i> <i>g) the permitted purpose of the development to house non-resource sector, essential small business and city growth construction workforce;</i> <i>h) no interference or impact to airport operations; and</i> <i>i) rehabilitation of site at expiration of lease period, including benefits or gifts to the Town of Port Hedland.</i> 	50%
<p><i>Relevant Experience</i></p> <ul style="list-style-type: none"> <i>a) details of similar work;</i> <i>b) scope of the involvement including details of outcomes;</i> <i>c) details of issues that arose during a project and how these were managed;</i> <i>d) demonstrated sound judgment and discretion; and</i> <i>e) demonstrated competency and proven track record of achieving outcomes.</i> 	20%

<p>Key Personnel Skills and Experience</p> <p>a) <i>their role in the performance of the Contract;</i></p> <p>b) <i>curriculum vitae/s;</i></p> <p>c) <i>membership to any professional or business association;</i></p> <p>d) <i>qualifications, with particular emphasis on experience of personnel in projects of a similar requirement; and</i></p> <p>e) <i>additional relevant information.</i></p>	15%
<p>Respondent's Resources</p> <p>a) <i>respondent's should demonstrate their ability to design, construct, finance and operate the development and further deconstruct the development at the expiration of the lease.</i></p>	15%

CARRIED 6/0"

Consultation

Internal

- Director Engineering Services
- Senior Planning Officer
- Manager Environmental Health

External

- Project Manager – Mineral Resources
- Environmental Engineer – Rowcon Pty Ltd

Statutory Implications

Local Government Act 1995

Section 3.58. Disposing of property

(1) *In this section —*

“dispose” includes to sell, lease, or otherwise dispose of, whether absolutely or not;

“property” includes the whole or any part of the interest of a local government in property, but does not include money.

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

(a) *the highest bidder at public auction; or*

(b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

(3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*

- (a) *it gives local public notice of the proposed disposition*
 - (i) *describing the property concerned; and*
 - (ii) *giving details of the proposed disposition; and*
 - (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and*
- (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
 - (a) *the names of all other parties concerned; and*
 - (b) *the consideration to be received by the local government for the disposition; and*
 - (c) *the market value of the disposition —*
 - (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
 - (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*
- (5) *This section does not apply to —*
 - (a) *a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or*
 - (b) *a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or*
 - (c) *anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or*
 - (d) *any other disposition that is excluded by regulations from the application of this section.*

[Section 3.58 amended by No. 49 of 2004 s. 27; No. 17 of 2009 s. 10.]

Section 3.59. Commercial enterprises by local governments

- (1) *In this section —*
 - acquire has a meaning that accords with the meaning of dispose;*
 - dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;*
 - land transaction means an agreement, or several agreements for a common purpose, under which a local government is to —*
 - (a) *acquire or dispose of an interest in land; or*
 - (b) *develop land;*
 - major land transaction means a land transaction other than an exempt land transaction if the total value of —*

- (a) *the consideration under the transaction; and*
 - (b) *anything done by the local government for achieving the purpose of the transaction, is more, or is worth more, than the amount prescribed for the purposes of this definition;*
- major trading undertaking means a trading undertaking that —*
 - (a) *in the last completed financial year, involved; or*
 - (b) *in the current financial year or the financial year after the current financial year, is likely to involve, expenditure by the local government of more than the amount prescribed for the purposes of this definition, except an exempt trading undertaking;*
- trading undertaking means an activity carried on by a local government with a view to producing profit to it, or any other activity carried on by it that is of a kind prescribed for the purposes of this definition, but does not include anything referred to in paragraph (a) or (b) of the definition of land transaction .*
- (2) *Before it —*
 - (a) *commences a major trading undertaking;*
 - (b) *enters into a major land transaction; or*
 - (c) *enters into a land transaction that is preparatory to entry into a major land transaction,*
 - (d) *a local government is to prepare a business plan.*
- (3) *The business plan is to include an overall assessment of the major trading undertaking or major land transaction and is to include details of —*
 - (a) *its expected effect on the provision of facilities and services by the local government;*
 - (b) *its expected effect on other persons providing facilities and services in the district;*
 - (c) *its expected financial effect on the local government;*
 - (d) *its expected effect on matters referred to in the local government's current plan prepared under section 5.56;*
 - (e) *the ability of the local government to manage the undertaking or the performance of the transaction; and*
 - (f) *any other matter prescribed for the purposes of this subsection.*
- (4) *The local government is to —*
 - (a) *give Statewide public notice stating that —*
 - (i) *the local government proposes to commence the major trading undertaking or enter into the major land transaction described in the notice or into a land transaction that is preparatory to that major land transaction;*
 - (ii) *a copy of the business plan may be inspected or obtained at any place specified in the notice; and*
 - (iii) *submissions about the proposed undertaking or transaction may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;*

and

(b) make a copy of the business plan available for public inspection in accordance with the notice.

- (5) *After the last day for submissions, the local government is to consider any submissions made and may decide* to proceed with the undertaking or transaction as proposed or so that it is not significantly different from what was proposed.***

**** Absolute majority required.***

- (5a) *A notice under subsection (4) is also to be published and exhibited as if it were a local public notice.***

- (6) *If the local government wishes to commence an undertaking or transaction that is significantly different from what was proposed it can only do so after it has complied with this section in respect of its new proposal.***

- (7) *The local government can only commence the undertaking or enter into the transaction with the approval of the Minister if it is of a kind for which the regulations require the Minister's approval.***

- (8) *A local government can only continue carrying on a trading undertaking after it has become a major trading undertaking if it has complied with the requirements of this section that apply to commencing a major trading undertaking, and for the purpose of applying this section in that case a reference in it to commencing the undertaking includes a reference to continuing the undertaking.***

- (9) *A local government can only enter into an agreement, or do anything else, as a result of which a land transaction would become a major land transaction if it has complied with the requirements of this section that apply to entering into a major land transaction, and for the purpose of applying this section in that case a reference in it to entering into the transaction includes a reference to doing anything that would result in the transaction becoming a major land transaction.***

- (10) *For the purposes of this section, regulations may —***

(a) prescribe any land transaction to be an exempt land transaction;

(b) prescribe any trading undertaking to be an exempt trading undertaking.

[Section 3.59 amended by No. 1 of 1998 s. 12; No. 64 of 1998 s. 18(1) and (2).]

Policy Implications

Council's Procurement Policy 2/007 and Tender Policy 2/011.

Whilst not specifically Policy, the Town of Port Hedland's "Guidance Note for Potential Developers of Transient Workforce Accommodation (TWA), published in August 2008, is relevant.

Strategic Planning Implications

Key Result Area 1: Infrastructure
 Goal 2: Airport
 Immediate Priority 1: Complete the development of the Airport Land Development Plan and commence implementation of the key initiatives that are identified.

Key result Area 2: Community Pride
 Goal 2: Events
 Immediate Priority 1: Play an integral part in the co-ordination, operation and communication of community events b (c) supporting community groups who are operating community events through training, support, advice and where appropriate, financial support.

Key Result Area 3: Community Development
 Whilst not identified as a Goal, a community contribution will globally assist in the implementation and support of Community Development for the Town.

Key Result Area 4: Economic Development
 Goal 2: Mining/Roads
 Immediate Priority 2: Actively pursue integration of FIFO workers into the local community.

Other actions: Ensure that integrated accommodation options are available for resource related projects that do not artificially inflate the local real estate market.

Key Result Area 4: Economic Development
 Goal 3: Business Development
 Immediate Priority: Investigate new business/revenue streams for the Town.

Key Result Area 4: Economic Development
 Goal 4: Land Development Projects
 Immediate Priority 1: Fast track the release and development of commercial, industrial and residential land.

Budget Implications

The base rental proposed within the revised business plan at \$15m² for 50,000m² equates to \$750,000.00 exclusive of GST in the first year of the lease. This will increase annually by CPI and will be subject to market reviews every three years.

The revised community contribution component of the lease is proposed at \$911,460.00 exclusive of GST, (equivalent to \$1822.92 per bed), and will be increased annually by CPI. Any community contribution will be directed to the community facilities reserve.

Conservative calculations for the revenue returned to Council over the lifetime of the proposed lease, assuming a CPI rate of 3% and not taking into account market reviews, are expected to be in the region of \$8,597,909.50. Incorporating the annual community contribution figure, the proposed 10 year agreement is anticipated to secure a minimum return of \$17,712,509.50.

Through the provision of a connection point into the proposed TOPH Waste Water Treatment Plant, Mineral Resources will also be liable to pay sewerage rates.

Based on current sewerage rates of an adjoining local authority, this figure would be in the region of \$68,437.50 per annum, based on the land size proposed within this development.

As with all leases, the lessee would be required to pay all legal expenses associated with the drafting, negotiating and finalisation of the lease.

Pursuant to the terms stipulated in the revised business plan, the lessee would also be required to pay for the re-survey of the land subject to the lease agreement.

Officer's Comment

Subsequent to Council's decision as cited in the background of this item, Officers contacted Mineral Resources to continue negotiations incorporating the revised, recommended terms.

Mineral Resources indicated to the Town by way of letter that they were prepared to agree to all but two of the terms specified within the revised schedule. These being the land size of the development. The rationale from Council was that the density must equate to approximately 1 person per 100m² in order to align with current transient workforce accommodation camps in the immediate surrounding area.

In the original business plan, Mineral Resources requested a density of 1 person per 335m² in preparation for potential future expansion

opportunities. This element of the proposal was subject to objection by all three (3) submissions received during the requisite advertising period. It was noted that the variation to this element may have been the result of a change to the market conditions since initial negotiations were commenced, however, due to the escalation of a unique and critical accommodation shortage within the Town and surrounding areas, Council particularised that occupants of the transient workers accommodation must be Mineral Resources FIFO (Fly in/Fly out) construction, Operating, Project Partners and Joint Venture Operations workforce only.

Mineral Resources agreed to accept this term indicating that their basic needs, conforming to these guidelines, would require 50,000m² of land in order to facilitate the development of a proportionately relative 500 man accommodation village.

Waste Water

Recent developments on neighboring land subject to this proposal have faced difficulties when tackling the issue of effluent disposal. On consideration of the potential development opportunities that are anticipated on surrounding airport precincts, Officers have initialised a process for the Town to implement a central Waste Water Treatment Plant. The proposal will see the facility offer an effluent solution for current developments within Precinct 2, with a view to expand in the future to incorporate an effluent solution for Precinct 1.

It is proposed that the Mineral Resources development will access a tap in point to the proposed Town of Port Hedland Waste Water Treatment Plan. Estimated costs for the use of this facility are in the region of \$137 per person, per annum, (based on sewerage rates of an adjoining local authority).

Further to direction from Council, a revised business plan was prepared in accordance with Section 3.59 of the *Local Government Act 1995*. The business plan was advertised in the West Australian on 14 December 2011. Taking into consideration that the Christmas and New Year holiday period would occur within the requisite 6 week advertising period, it was decided that the submission timeframe would be extended to 8 weeks.

The business plan was closed for public comment as of Thursday 9 February 2012 with no submissions received by the Town of Port Hedland.

Attachments

1. Letter received from Mineral Resources dated 25 November 2011

Officer's Recommendation

That Council:

1. Proceed with the Business Plan for a Major Land Transaction with Mineral Resources Limited in accordance with section 3.59 (5) of the Local Government Act 1995.
2. Authorise the CEO or his delegate to draft a lease agreement between the parties, reflective of the terms contained within the business plan.
3. Authorise the CEO or his delegate to continue discussions with Mineral Resources Limited to confirm sewerage rates and charges pursuant to the proposed connection to the Town of Port Hedland Waste Water Treatment Plant.
4. Inform Mineral Resources that the Town of Port Hedland has a preference for a residential based workforce however recognise that this proposal may be inconsistent with the newly proposed Temporary Workers Accommodation Policy, it is understood and recognised that this proposal has been in negotiation for a period exceeding 12 months.

201112/379 Council Decision

Moved: Cr A A Carter

Seconded: Cr M Dziombak

That Council:

1. **Proceed with the Business Plan for a Major Land Transaction with Mineral Resources Limited in accordance with section 3.59 (5) of the Local Government Act 1995.**
2. **Authorise the CEO or his delegate to draft a lease agreement between the parties, reflective of the terms contained within the business plan.**
3. **Authorise the CEO or his delegate to continue discussions with Mineral Resources Limited to confirm sewerage rates and charges pursuant to the proposed connection to the Town of Port Hedland Waste Water Treatment Plant.**
4. **Inform Mineral Resources that the Town of Port Hedland has a preference for a residential based workforce however recognise that this proposal may be inconsistent with the newly proposed Temporary Workers Accommodation Policy, it is understood and recognised that this proposal has been in negotiation for a period exceeding 12 months; and**

5. Notes that Mineral Resources will donate a \$25,000 contribution to the JD Hardie Centre or Marquee Park.

CARRIED BY ABSOLUTE MAJORITY 7/0

REASON: Council added clause 5 in accordance with the reference outlined in the business plan.

ATTACHMENT 1 TO LATE ITEM 12.2



25th November 2011

Ms Jasmine Pearson
Manager – Investment and Business Development
Town of Port Hedland
PO Box 41, Port Hedland WA 6721

Dear Ms Pearson

MRL Accommodation Village

MRL Acknowledges the recent correspondence from you dated 18th of November, which provided a deadline to provide our response to our accommodation village proposal.

We thank you for your feedback relating to the MRL Accommodation Village in Port Hedland and provide the detail below to further support our application.

- MRL accept the base rental for the leased area of \$15 per square metre, with an annual CPI increase.
- MRL agree to pay \$1822.92 per room, per annum to the council.
- MRL agree to pay for the resurvey to modify the design or shape of the proposed plot.
- MRL agree to a rent review every three years with a market evaluation.
- MRL agree to a development density of approximately 1 person per 100 square metres.
- MRL agree to a one off donation to the Town toward the JD Hardie Centre or Marquee Park developments in the amount of \$25,000, payable on execution of the lease.
- MRL will build a 500 Man Accommodation village.
- MRL require a land size of 5 Hectares (Assume council providing tap in point for septic connection).
- MRL agree to a lease term of 10 years.
- The Village will provide accommodation for MRL's FIFO (Fly in/Fly Out) construction, Operating, Project Partners and Joint Venture Operations workforce.
- The "Whole of Life" project development is expected to take 12 months from planning / building approval to complete, with occupancy to commence within 6 months from planning / building approval.

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P +61 8 9329 3600 F +61 8 9329 3601 W www.mineralresources.com.au

Mineral Resources Limited | ABN 33 118 549 910 | ACN 118 549 910




Year	M2/Year	Sq / Mtrs	Rooms	Total Lease Payment	Town Contribution	Total Yearly Contribution	Total Lease and Contribution
1	\$ 15.00	50,000	500	\$ 750,000.00	\$ 1,822.92	\$ 911,460.00	\$ 1,661,460.00
2	\$ 15.45	50,000	500	\$ 772,500.00	\$ 1,822.92	\$ 911,460.00	\$ 1,683,960.00
3	\$ 15.91	50,000	500	\$ 795,675.00	\$ 1,822.92	\$ 911,460.00	\$ 1,707,135.00
4	\$ 16.39	50,000	500	\$ 819,545.25	\$ 1,822.92	\$ 911,460.00	\$ 1,731,005.25
5	\$ 16.88	50,000	500	\$ 844,131.61	\$ 1,822.92	\$ 911,460.00	\$ 1,755,591.61
6	\$ 17.39	50,000	500	\$ 869,455.56	\$ 1,822.92	\$ 911,460.00	\$ 1,780,915.56
7	\$ 17.91	50,000	500	\$ 895,539.22	\$ 1,822.92	\$ 911,460.00	\$ 1,806,999.22
8	\$ 18.45	50,000	500	\$ 922,405.40	\$ 1,822.92	\$ 911,460.00	\$ 1,833,865.40
9	\$ 19.00	50,000	500	\$ 950,077.56	\$ 1,822.92	\$ 911,460.00	\$ 1,861,537.56
10	\$ 19.57	50,000	500	\$ 978,579.89	\$ 1,822.92	\$ 911,460.00	\$ 1,890,039.89
							\$ 17,712,509.48

The commercial term of the agreement we have not as yet reviewed, MRL requests that the council reviews the phasing in of the lease and other charges at mutually agreeable times due to the upfront capital commitment by MRL.

Should you require any additional information please do not hesitate to contact myself or our General Manager – Infrastructure and Development – Darren Killeen.

Yours sincerely
Mineral Resources Limited



Chris Ellison
 Executive Director

ITEM 13 MOTIONS OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN

Nil

ITEM 14 CONFIDENTIAL ITEMS

Nil

ITEM 15 APPLICATIONS FOR LEAVE OF ABSENCE

201112/380 Council Decision

Moved: Cr A A Carter

Seconded: Cr G A Jacob

That the following applications for leave of absence:

- **Councillor S R Martin from 20 March to 30 April 2012**
- **Councillor D W Hooper 25 March to 7 April 2012**
- **Mayor K A Howlett 20 March to 26 March 2012**

be approved.

ITEM 16 CLOSURE

16.1 Date of Next Meeting

The next Ordinary Meeting of Council will be held on Wednesday 28 March 2012, commencing at 5.30 pm.

16.2 Closure

There being no further business, the Mayor declared the meeting closed at 6:37 pm.