

SHIRE OF ASHBURTON

ORDINARY COUNCIL MEETING

**ATTACHMENTS
(Public)**

Ashburton Hall, Ashburton Avenue, Paraburdoo

20 November 2013

Chief Executive Officer Decision Status Report

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
1	16/10	10.3	Request For Special Meeting Of Council Post Election For Swearing In Of New Councillors And Election Of Positions Minute: 11664	That Council conducts a Special Meeting of Council on 29 October 2013, to commence at 7.00 pm, to be held at Tom Price Council Chambers, in order to swear in newly elected Councillors and election of positions.	Advertised Completed (Oct 2013)
2	16/10	18.1	Confidential Item - Wittenoom Asbestos Litigation Minute: 11684	That Council: Resolve to adopt the Officer's recommendation, as set out in the body of the memo to the Shire President and Councillors, entitled "Update Report. Confidential Agenda Item 18.1. Wittenoom Asbestos Litigation" and dated 15 October 2013.	Completed (Oct 2013)
3	18/9	10.5	Request For Comment On Application To Seek Exemption From The Minister For Local Government To Reduce The Minimum Distance Between Caravans / Accommodation Units Discovery Parks Caravan Park, Lots 557 And 563 Beadon Bay Road, Onslow Minute: 11633	That Council: 1. Advise the Minister for Local Government that the Council does not support the application from Discovery Parks in Onslow for exemption from the Caravans and Camping Ground Regulations 1997, Schedule 7 Division 1, Section 8 (1) on the grounds that: i. The 3m separation distance is a fire safety measure set down in the Caravan and Camping Grounds Regulations 1997 ('Regulations') to reduce the risk of the spread of fire between caravans. ii. To reduce that 3m separation distance increases the risk should a fire occur. iii. Discovery Park has not indicated that to offset the separation distance that it intends to upgrade its fire safety and protection systems. 2. Provide the Minister for Local Government with copy of the Shire	Completed Correspondence has been sent to Discovery Parks & Dept of Local Government. (Oct 2013)

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				Report to Council.	
4	18/9	10.6	Chief Executive Officer's Designated Leave Arrangements Minute: 11634	That Council: 1. Note Chief Executive Officer's designate Leave arrangements from Monday 4 November to Wednesday 27 November 2013 (inclusive). 2. Appoint Mr EH (Jim) Kelly as Acting Chief Executive Officer and delegate all powers of the Chief Executive Officer for the period from Monday 4 November to Wednesday 27 November 2013 (inclusive).	Completed (Oct 2013)
5	08/13	10.3	Reimbursement Of Alteration Costs For Shed Approval At Lot 461, Hn 1 Hope Court, Onslow Minute: 11597	That Council without prejudice reimburse Ms Tina Smith approximately \$1800.00 for the alteration costs to achieve compliance and approval of the unauthorised external shed at Lot 461, HN 1 Hope Court, Onslow.	Further correspondence sent to Ms Smith Completed (Oct 2013)
6	07/13	10.4	Nominations for Pilbara Joint Development Assessment Panels Minute: 11573	That Council: 1. Nominate Cr White and Cr Eyre as its delegates, and Cr Dias and Cr Rumble as its deputies to the Pilbara Joint Development Assessment Panel. 2. Request the Western Australian Planning Commission and Development Assessment Panel to provide appropriate training to new delegates and / or deputies.	Correspondence received from Department confirming appointments. Completed (Oct 2013)
7	06/13	10.3	Review of Policy - Procedure for the Conduct of Public Question Time / Petitions / Deputations and Presentations (ELM07)	That Council withdraw item '10.3 Review of Policy – Procedure for the Conduct of Public Question Time/Petitions/Deputations and presentations (ELM07)' and refer the item to a workshop with Council at a time chosen by the Shire President and the A/Chief Executive Officer.	Ongoing Council Workshop date to be confirmed. - -

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
			Minute: 11537		(June 2013)
8	06/13	10.6	Corruption and Crime Commission - Report on the Review of the Capacity of Local Governments in the Pilbara to Prevent, Identify and Deal with Misconduct - 16 April 2013 Minute: 11540	That Council: 1. Develop a Misconduct, Fraud and Corruption Prevention Policy by 30 November 2013. 2. Provide a copy of this report to the Department of Local Government and the Corruption And Crime Commission as per recommendation 2 of "Report on the Review of the Capacity of Local Governments in the Pilbara to Prevent, Identify and Deal with Misconduct – 16 April 2013.	Ongoing - Correspondence sent. To develop policy by 30 November 2013. (June 2013) To be presented at February 2014 Council Meeting – Frank Ludovico to provide an update via email (Oct 2013)
9	12/12	17.2	Confidential Shire Of Ashburton Probity Audit - Update On Actions Minute: 11387	That Council: 1. Recieve the report contained in ATTACHMENT 17.2 "Shire of Ashburton Probity Report - Action Plan." 2. Subject to the Department of Local Government approval make the Department of Local Government Shire of Ashburton 2012 Probity Compliance Audit Report available to the public.	Ongoing – Probity Action Agenda for September Council Meeting. (August 2013)
10	11/12	10.3	Councillor Portfolios - Portfolio Leader's Personal Performance Agreement	That Council: 1. Approve the 'Portfolio Leader's Personal Performance Agreement' for	Ongoing

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
	09/12	10.1	<p>Minute: 11342</p> <p>Councillor Portfolios Policy and Portfolio Leader's Personal Performance Agreement</p> <p>Minute: 11277</p>	<p>the Transport (Public Transport and Roads); and</p> <p>2. The six (6) month trial period commences with the endorsement of the <i>'Portfolio Leader's Personal Performance Agreement'</i> and instructs the Chief Executive Officer to provide a review report back to Council.</p> <p>That Council:</p> <p>1. Conducts a six month trial with the Transport (Public Transport and Roads), Indigenous Affairs and Tourism portfolios following the processes and procedures outlined in the draft Policy and the "Portfolio Leaders Personal Performance Agreement".</p> <p>2. Instructs the Chief Executive Officer to provide a review report back to Council in March 2013 on the progress of the trial.</p>	<p>(Dec 2012)</p> <p>Personal Agreements to be bought back to Council for endorsement.</p> <p>(Oct 2012)</p> <p>With suspension of Council this item will be reinstated when Council resumes.</p> <p>November 2013 Agenda item</p> <p>(Oct 2013)</p>

Organisational Development Decision Status Report

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				There is no Organisational Development Decision Status Report.	

Corporate Services Decision Status Report

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
1	16/10	12.7	Shire Of Ashburton Local Government Property Amendment Local Law 2013 Minute 11670	That Council: <ol style="list-style-type: none"> 1. Adopt the Shire of Ashburton Local Government Property Amendment Local Law 2013 as per ATTACHMENT 12.7 in accordance with the provisions of the Local Government Act. 2. Endorse the purpose and effect of the local law being: <p style="margin-left: 20px;">Purpose: To regulate the care, control and management of all property of the local government except thoroughfares.</p> <p style="margin-left: 20px;">Effect: To control the use of local government property. Some activities are permitted only under a permit or under a determination and some activities are restricted or prohibited. Offences are created for inappropriate behaviour in or on local government property.</p> 3. Authorise the local law's gazettal in the <i>Government Gazette</i>. 4. Authorise the public notice advertisement, (after gazettal), of the date of the Shire of Ashburton Local Government Property Amendment Local Law 2013 comes into effect. 5. Authorise the Shire President and the Chief 	To be advertised in Government Gazette in November 2013 (October 2013)

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				Executive Officer to affix the Shire's Common Seal to the Shire of Ashburton Local Government Property Amendment Local Law 2013.	
2	16/10	12.6	Shire Of Ashburton Cemeteries Amendment Local Law 2013 Minute 11670	<p>That Council:</p> <ol style="list-style-type: none"> 1. Adopt the Shire of Ashburton Cemeteries Property Amendment Local Law 2013 as per ATTACHMENT 12.6 in accordance with the provision of the Local Government Act. 2. Endorse the purpose and effect of the local law being: <p>Purpose: To provide for the orderly management of the Cemeteries in Onslow (Reserve No. 20632) and Tom Price (Reserve No. 43087) which includes new facilities such a niche wall and to create offences for inappropriate behaviour within the cemetery grounds.</p> <p>Effect: To ensure compliance by all persons engaged in the administration of the cemetery, burying deceased in the cemetery, or otherwise providing services to or making use of the cemetery.</p> 3. Authorise the local law's gazettal in the <i>Government Gazette</i>. 4. Authorise the public notice advertisement, 	To be advertised in Government Gazette in November 2013 (October 2013)

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				<p>(after gazettal), of the date of the Shire of Ashburton Cemeteries Amendment Local Law 2013 comes into effect.</p> <p>5. Authorise the Shire President and the Chief Executive Officer to affix the Shire's Common Seal to the Shire of Ashburton Cemeteries Amendment Local Law 2013.</p>	
3	16/10	12.5	<p>Shire Of Ashburton Activities On Thoroughfares And Public Places And Trading Amendment Local Law 2013</p> <p>Minute 11669</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Adopt the Shire of Ashburton Activities on Thoroughfares and Public Places and Trading Amendment Local Law 2013 as per ATTACHMENT 12.5 in accordance with the provisions of the Local Government Act. 2. Endorse the purpose and effect of the local law being: <p>Purpose: To consolidate various local laws relating to activities in thoroughfares and public places and trading.</p> <p>Effect: To restrict and prohibit activities on thoroughfares, and trading in thoroughfares and public places; and ensure that all persons wishing to conduct an activity on a thoroughfare or trade in a thoroughfare or public place comply with the provisions of the local law.</p> 3. Authorise the local law's gazettal in the 	To be advertised in Government Gazette in November 2013 (October 2013)

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4	16/10	12.3	2013/14 Budget Amendment- CEO Motor Vehicle Minute 11667	<p>That Council approve the variation detailed below to 2013/14 Adopted Budget:</p> <table border="1"> <thead> <tr> <th>Ledger Account</th> <th>Description</th> <th>Budget</th> <th>Increase/ Decrease</th> <th>Revised Budget</th> </tr> </thead> <tbody> <tr> <td>124964</td> <td>Purchase of Motor Vehicles</td> <td>\$655,479</td> <td>\$77,053</td> <td>\$732,532</td> </tr> <tr> <td>125040</td> <td>Proceeds from the Disposal of Assets</td> <td>(\$366,000)</td> <td>(\$70,048)</td> <td>(\$436,048)</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="5">Reason:adjustment to allow for the purchase of the CEO's motor vehicle</td> </tr> </tbody> </table>	Ledger Account	Description	Budget	Increase/ Decrease	Revised Budget	124964	Purchase of Motor Vehicles	\$655,479	\$77,053	\$732,532	125040	Proceeds from the Disposal of Assets	(\$366,000)	(\$70,048)	(\$436,048)																Reason:adjustment to allow for the purchase of the CEO's motor vehicle					COMPLETE (October 2013)
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5	16/10	12.2	Shire Of Ashburton Fencing Local Law 2013 Minute 11664	<p>That Council:</p> <ol style="list-style-type: none"> 1. Endorse the Shire of Ashburton Fencing Local Law 2013 ATTACHMENT12.2. 2. Endorse the purpose and effect of the local law being: The purpose of this local law is to provide for the regulation, control and management of fences within the district. The effect of this local law is to: <ol style="list-style-type: none"> (a) regulate, manage and control fences; and (b) establish the standard of a sufficient fence according to land use. 3. Authorise the advertising in a state-wide newspaper, inviting public comment on the Fencing Local Law, for a period of not less than 6 weeks (42 days) as per section 3.12 of the Local Government Act 1995. 	Advertising period ends 13 December 2013. (October 2013)
6	16/10	12.1	Cat Act 2011 Implementation And Authorisations And Cat And Dogs Fees And Charges Update Minute 11666	<p>That Council:</p> <ol style="list-style-type: none"> 1. Adopt the fees outlined in the Cat Amendment Regulations (No 2) 2013 and the Dog Amendment Regulations 2013, as gazetted on 23 August 2013. 2. Delegates all its powers and duties to the Chief Executive Officer as described under Section 	COMPLETE (October 2013)

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				44 of the Cat Act 2011.	
7	18/9	12.10	Adoption Of Draft Annual Budget 2013/2014 Minute 11646	<p>That Council:</p> <p>1. Pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, the Council adopt the Municipal Fund Budget as contained in ATTACHMENT 12.10 UNDER SEPARATE COVER of this agenda and the minutes, for the Shire of Ashburton for the 2013/14 financial year which includes the following:</p> <ul style="list-style-type: none"> • Statement of Comprehensive Income by Nature and Type on page 2 showing a net result for the year of \$29,178,119 • Statement of Comprehensive Income by Program on page 3 showing a net result for the year of \$23,995,254 • Statement of Cash Flows on page 5 showing a net result for the year of \$13,552,345 • Rate Setting Statement on page 6 showing a net result for the year of \$15,602,525 • Notes to and Forming Part of the Budget on pages 6 to 38 • Budget Functional Schedules on pages 39 	<p>Budget was adopted at the OMC held 8 September 2013.</p> <p>Budget has been sent to Minister and DLG.</p> <p>Budget will be distributed to Elected Members and staff, w/c 2/10/13.</p>

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status																				
				<p>to 87</p> <ul style="list-style-type: none"> Schedule of Fees & Charges on pages 88 to 116 <p>With the following amendments:</p> <p><u>Title</u></p> <table border="1"> <thead> <tr> <th data-bbox="981 724 1301 756">Action</th> <th data-bbox="1301 724 1702 756">New Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="981 756 1301 858">❖ Ocean View Caravan Park Income (132188/CPI01)</td> <td data-bbox="1301 756 1702 858">Increase \$ 259,335</td> </tr> <tr> <td data-bbox="981 858 1301 927">❖ Ocean View Caravan Par Land & Buildings (134255/BE439)</td> <td data-bbox="1301 858 1702 927">Decrease \$ 0</td> </tr> <tr> <td data-bbox="981 927 1301 995">❖ Plant & Equipment (124954)</td> <td data-bbox="1301 927 1702 995">Decrease \$ 620,000</td> </tr> <tr> <td data-bbox="981 995 1301 1064">❖ Proceeds on Disposal of Plant(125040)</td> <td data-bbox="1301 995 1702 1064">Decrease \$ 346,000</td> </tr> <tr> <td data-bbox="981 1064 1301 1133">❖ Salaries & Superannuation - Media (041004)</td> <td data-bbox="1301 1064 1702 1133">Decrease \$ 80,212</td> </tr> <tr> <td data-bbox="981 1133 1301 1201">❖ Salaries & Superannuation - Admin General (040342)</td> <td data-bbox="1301 1133 1702 1201">Decrease \$1,469,063</td> </tr> <tr> <td data-bbox="981 1201 1301 1270">❖ Salaries & Superannuation - Other Sport & Rec(113102)</td> <td data-bbox="1301 1201 1702 1270">Decrease \$ 789,258</td> </tr> <tr> <td data-bbox="981 1270 1301 1339">❖ Salaries & Superannuation - Swimming Pool TP (113352)</td> <td data-bbox="1301 1270 1702 1339">Decrease \$ 215,146</td> </tr> <tr> <td data-bbox="981 1339 1301 1364">❖ Salaries & Superannuation - Swimming Pool Para</td> <td></td> </tr> </tbody> </table>	Action	New Amount	❖ Ocean View Caravan Park Income (132188/CPI01)	Increase \$ 259,335	❖ Ocean View Caravan Par Land & Buildings (134255/BE439)	Decrease \$ 0	❖ Plant & Equipment (124954)	Decrease \$ 620,000	❖ Proceeds on Disposal of Plant(125040)	Decrease \$ 346,000	❖ Salaries & Superannuation - Media (041004)	Decrease \$ 80,212	❖ Salaries & Superannuation - Admin General (040342)	Decrease \$1,469,063	❖ Salaries & Superannuation - Other Sport & Rec(113102)	Decrease \$ 789,258	❖ Salaries & Superannuation - Swimming Pool TP (113352)	Decrease \$ 215,146	❖ Salaries & Superannuation - Swimming Pool Para		
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				<p>(113057) Decrease \$ 125,273</p> <ul style="list-style-type: none"> ❖ Salaries & Superannuation - Library Onslow(113567) Decrease \$ 53,272 ❖ Salaries & Superannuation - Onslow Airport(125262) Decrease \$ 566,195 ❖ Salaries & Superannuation - Ocen View C'Van Park (134977) Decrease \$ 362,466 <p>Noting consequential changes will occur to the following statements:</p> <ul style="list-style-type: none"> • Statement of Comprehensive Income by Nature and Type on page 2. • Statement of Comprehensive Income by Program on page 3. • Statement of Cash Flows on page 5 • Rate Setting Statement on page 6. • Notes to and Forming Part of the Budget on pages 6 to 38 • Budget Functional Schedules on pages 39 to 87 • Schedule of Fees & Charges on pages 88 to 116 	

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				<p>2. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, Council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995 impose the following differential general and minimum rates on Gross Rental and Unimproved Values.</p> <p>Rate Code Description Rate in the \$ GRV Residential 0.036637 GRV Commercial 0.045788 GRV Tourism 0.045788 GRV Community 0.036637 GRV Industrial 0.045788 GRV Workers Accommodation Facilities 0.045788</p> <p>UV Pastoral 0.030655 UV Commercial 0.337570 UV Industrial 0.337570 UV Tourism 0.148670 UV Mining Leases 0.337570</p>	

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				<p>Minimum Payment \$550.00</p> <p>2.1 Pursuant to section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominates the following due dates for the payment in full by instalments:</p> <p>Option 1 Due Date Mon 28 October 2013</p> <p>Option 2 1st Instalment Due Mon 28 October 2013 2nd Instalment Due Mon 6 March 2014</p> <p>Option 3 1st Instalment Due Mon 28 October 2013 2nd Instalment Due Mon 6 January 2014 3rd Instalment Due Mon 6 March 2014 4th Instalment Due Tue 6 May 2014</p> <p>2.2 Pursuant to section 6.45 of the Local</p>	

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				<p>Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$10 for each instalment after the initial instalment is paid.</p> <p>2.3 Pursuant to section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.</p> <p>2.4 Pursuant to section 6.51(1) and subject to section 6.51(4) of the Local Government Act 1995 and regulation 70 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 11% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.</p> <p>2.5 Pursuant to section 6.13 of the Local Government Act 1995 and regulation 19A of the Local Government (Financial</p>	

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				<p>Management) Regulations 1996, Council adopts an interest rate of 11% for any amount of money (other than rates and service charges) owing to the Local Government that remains unpaid after becoming due and payable.</p> <p>3. Pursuant to section 53 of the Cemeteries Act 1986 the Council adopts the Fees and Charges for all Cemeteries in the Shire of Ashburton included at page 107 of the draft 2012/13 Annual Budget included as Attachment 11.5 of this agenda and minutes.</p> <p>3.1 Pursuant to section 245A(8) of the Local Government (Miscellaneous Provisions) Act 1960 the Council adopts a swimming pool inspection fee of \$13.75 inclusive of GST.</p> <p>3.2 Pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007, Council adopt the following charges for the removal and deposit of domestic and commercial waste:</p> <p>3.2.1 Residential Premises (including recycling)</p> <ul style="list-style-type: none"> • 240ltr bin per weekly collection \$400 pa • 240ltr bin per weekly collection Additional bin pick up at time of 	

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				<p>normal collection \$440 pa New Replacement 240ltr bin \$145 pa</p> <p>3.2.2 Commercial Premises</p> <ul style="list-style-type: none"> • 240ltr bin per weekly collection \$712 pa • 1.1m3 per weekly collection \$1,500 pa <p>3.3 Pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007, and section 6.16 of the Local Government Act 1995 Council adopt the following charges for the deposit of domestic and commercial waste:</p> <ul style="list-style-type: none"> • Domestic (private residents: cars, utilities, trailers only) No Charge • Unsecured Domestic Loads \$20.00/load • Unsecured Commercial Loads \$20.00/load • Commercial Bulk Waste delivered to landfill site \$50/m3 • Comingled Waste and Recyclable material (including timber & Steel) \$100.00/ m3 • Car and light vehicle tyres \$10.00/tyre • Truck tyres \$15.00/tyre 	

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				<ul style="list-style-type: none"> • Earthmover tyres by negotiation • Gas bottles valve intact \$10.00ea • Waste oil \$1.00/ltr • Vehicle batteries \$10.00 per battery • Asbestos (Double Wrapped) \$50.00/m3 • Oversized Items by negotiation • Recyclable materials separated & uncontaminated free • Car Bodies (All oils (including diff oil), fuels and batteries removed) free <p>4. Pursuant to section 5.99 of the Local Government Act 1995 and regulation 30 of the Local Government (Administration) Regulations 1996, Council adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:</p> <p>President \$29,500 pa</p> <p>Councillors \$22,000 pa</p> <p>4.1 Pursuant to section 5.99A of the Local</p>	

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				<p>Government Act 1995 Council adopts the following annual local government allowance for elected members:</p> <p>Information & Communications Technology (ICT) Allowance \$ 500 pa</p> <p>4.2 Pursuant to section 5.99A of the Local Government Act 1995 Council and regulation 32 of the Local Government (Administration) Regulations 1996 adopts the following annual local government allowance for elected members:</p> <p>Child Care the actual cost per hour or \$25 per hour, whichever is the lesser amount.</p> <p>4.3 Pursuant to section 5.99A of the Local Government Act 1995 regulation 31 of the Local Government (Administration) Regulations 1996 Council adopts the following annual local government allowance for elected members:</p> <p>Travelling Expenses rate applicable to the reimbursement of travel costs in the same or similar circumstances under the Public Service Award 1992 issued by the Western Australian Industrial Relations Commission</p>	

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				<p>4.4 Pursuant to section 5.98(5) of the Local Government Act 1995 Council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:</p> <p style="padding-left: 40px;">President \$60,000 pa</p> <p>4.5 Pursuant to section 5.98A of the Local Government Act 1995 Council adopts the following annual local government allowance to be paid in addition of the annual meeting allowance:</p> <p style="padding-left: 40px;">Deputy President \$15,000 pa</p> <p>5. In Accordance with Section 34(5) of the Local Government (Financial Management) Regulations 1996 adopt the following materiality thresholds:</p> <p style="padding-left: 40px;">Condition Action Actual variances to Budget up to 5% of Budget Don't Report Actual variances to Budget up to 10% of Budget Use Management Discretion Actual Variance exceeding 10% and a greater value greater than \$20,000</p>	

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				<p>Must Report</p> <p>6. That the Cheif Excutive Officer be requested to provide a report to Council on the fees and charges levied at the Ocean View Caravan Park including details of periodical Lease Agreements.</p> <p>7. That the annual contribution of \$49,000 paid to the Onslow Tourist and Progress Association be withheld until the Shire receive an audited statement of accounts for financial year 1 July 2011 to 30 June 2012, and a profit and loss statement from 01 July 2012 to 30 June 2013.</p> <p>8. If surplus of funds are identified in the budget review process, high priority is given to allocating additional funds to community programs and events such as omenities.</p>	COMPLETE (October 2013)
8	18/9	12.8	<p>Request Extension To Submit 2012/13 Financial Reports To Auditor</p> <p>Minute 11644</p>	<p>That Council:</p> <p>1. Direct the A/CEO to seek permission from the Minister for Local Government & Communities for an extension of 1 month to submit the completed Financial Report to the Auditors by 31 October 2013.</p>	<p>Letter to Minister was sent by A/EMCS w/c 23/9/13.</p> <p>Approval received 9/10/13</p> <p>Completed (Oct 2013)</p>
9	18/9	12.7	Onslow Office Hall And Library	<p>That Council:</p> <p>1. Confirm the location of the new Onslow</p>	<p>Administration Manager preparing scope.</p> <p>Scope developed and with loss</p>

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
			Minute 11643	<p>Administration Centre/Library on lots 352 and 675 Second Ave Onslow.</p> <p>2. Call for Request for Proposal for an architect to develop concept designs for the new Onslow Administration Centre/Library including scoping of costs.</p> <p>3. Continue to negotiate an appropriate settlement with Charles Taylor Loss Adjusters regarding funding for the new Onslow Administration Centre/Library.</p>	adjusters or approval prior to advertising (Oct 2013)
10	18/9	12.6	<p>Debtors For Write Off - Debtor # 1157: VIP Entertainment \$10,748.83</p> <p>Minute 11642</p>	That Council write off VIP Entertainment debt in the sum of \$10,748.83.	<p>Finance staff advised to process write off.</p> <p>COMPLETE (October 2013)</p>
11	18/9	12.5	<p>Debtors For Write Off - Debtor # 110: Peter Kalalo \$3,068.35</p> <p>Minute 11641</p>	That Council write off the debt of Peter Kalalo in the sum of \$3,068.35.	<p>Finance staff advised to process write off.</p> <p>COMPLETE (October 2013)</p>
12	18/9	12.4	<p>Debtors For Write Off - Debtor # 324: C Munro Contractors \$4,992.02</p> <p>Minute 11640</p>	That Council write off the debt of C Munro Contractors for the sum of \$4,992.02	<p>Finance staff advised to process write off.</p> <p>COMPLETE (October 2013)</p>
13	18/9	12.3	<p>Debtors For Write Off - Debtor # 11: Bellary Springs Aboriginal Community: \$5,150.03</p>	That Council write off the debt of Bellary Springs Aboriginal Community in the sum of \$5,150.03.	Finance staff advised to process write off.

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
			Minute 11639		COMPLETE (October 2013)
14	18/9	12.2	Policy Review: Elm05 Councillor Training And Conference Attendance Minute 11630	That Council adopt the reviewed ELM05 Councillor Training and Conference Attendance Policy as per ATTACHMENT 12.2.	Governance Officer advised. AIMS to be updated. COMPLETE (October 2013)
15	18/9	12.1	Policy Review: Elm01 Council And Other Meetings, ELM02 Official Photograph, ELM03 Presentations To Retiring Councillors, ELM06 Councillors Accommodation, Travel And Incidental Expenses Whilst On Council Business Minute 11630	That Council: 1. Adopt the reviewed policies and associated procedures and forms: a. ELM01 Council and Other Meetings b. ELM02 Official Photograph c. ELM06 Councillors Accommodation, Travel And Incidental Expenses Whilst On Council Business 2. Rescind the reviewed policy ELM03 Presentations To Retiring Councillors and include legislation into the Compliance Calendar to align with new statutory environment provisions.	Governance Officer advised. AIMS to be updated. COMPLETE (October 2013)
16	08/13	18.1	Probity Audit - Report To Be Provided MINUTE: 11629	1. Receive the report 'Carbone Report' as previously circulated; and 2. As a matter of priority request the new Chief Executive Officer to provide a further report outlining a structured methodology to address the recommendations of the Carbone Report. 3. Form a working group comprising of the Shire President and Deputy President, with the capacity to co-opt other members to work with the Chief Executive	At August Council meeting, Council resolved that incoming CEO, Neil Hartley to form a working group and priorities implementation of recommendations.

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status															
				<p>Officer to work through the recommendations of the Carbone Report in providing this report to Council as required in Point 2.</p> <p>4. Authorise the working group to add other areas of operational issues identified by the working group for the Chief Executive Officer to address in the report to be prepared as required in Point 2.</p>																
17	08/13	17.2	<p>New Business Of An Urgent Nature - Increase And Extension Of Temporary Overdraft</p> <p>MINUTE: 11594</p>	<p>That Council:</p> <p>1. Approve the increase of the temporary overdraft to a total of \$4.5 million until 30 October 2013 and advertise the proposal in accordance with Section 6.21 of the Local Government Act 1995; and</p> <p>2. Authorise the Shire President (Kerry White) or Deputy President (Linton Rumble) and Acting Chief Executive Officer (Frank Ludovico or Don Burnett) to execute the final bank overdraft agreement and affix the Shire's Common Seal.</p>	<p>Advertising commenced.</p> <p>Bank have received paperwork.</p> <p>Overdraft documents were signed by Shire President and A/CEO at Council on 18 September 2013.</p> <p>Overdraft documents were sent to the Bank w/c 23/9/13.</p> <p>COMPLETED (Sept 2013)</p>															
18	08/13	17.1	<p>New Business Of An Urgent Nature - Proposed Differential Rates 2013/14</p> <p>MINUTE: 11624</p>	<p>That Council:</p> <p>1. Adopt the following rates in the dollar and minimum rates for the differential rating categories specified for the 2013/14 Financial Year:</p> <table border="0"> <thead> <tr> <th>Rate Code</th> <th>Description</th> <th>Rate in the \$</th> </tr> </thead> <tbody> <tr> <td>GRV Residential</td> <td></td> <td>0.036637</td> </tr> <tr> <td>GRV Commercial</td> <td></td> <td>0.045788</td> </tr> <tr> <td>GRV Tourism</td> <td></td> <td>0.045788</td> </tr> <tr> <td>GRV Community</td> <td></td> <td>0.036637</td> </tr> </tbody> </table>	Rate Code	Description	Rate in the \$	GRV Residential		0.036637	GRV Commercial		0.045788	GRV Tourism		0.045788	GRV Community		0.036637	<p>5/8/13 – Awaiting Ministerial approval.</p> <p>Ministerial approval was advised in writing and these rates were included in the Budget agenda item that was adopted at the OMC 28/9/13.</p> <p>Approval received 18/9/13</p> <p>COMPLETE (September 2013)</p>
Rate Code	Description	Rate in the \$																		
GRV Residential		0.036637																		
GRV Commercial		0.045788																		
GRV Tourism		0.045788																		
GRV Community		0.036637																		

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>GRV Industrial 0.045788 GRV Workers Accommodation Facilities 0.045788 UV Pastoral 0.031822 UV Commercial 0.350432 UV Industrial 0.350432 UV Tourism 0.154332 UV Mining Leases 0.350432</p> <p>Minimum Payment / assessment \$550</p> <p>2. Apply to the Minister of Local Government to approve Council in imposing the Schedule of Rates outlined in point 1 above.</p> <p>3. Convene a Special Meeting of Council at Onslow Multi-Purpose Centre, corner of McGrath Rd and Hooley Rd Onslow on 3 September 2013 commencing at 7.00 pm for the purpose of determining the 2013/14 Annual Budget.</p> <p>4. Approve the use of instantaneous communications for the Special Meeting in the following locations:</p> <p>Location Councillors Onslow Multi-Purpose Centre, corner of McGrath Rd and Hooley Rd Onslow Cr K White</p> <p>Tom Price Council Chambers, Central Rd, Tom Price Cr C Fernandez Cr P Foster</p>	

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>Cr L Thomas</p> <p>Ashburton Hall, Ashburton Ave, Paraburdoo Cr L Rumble Cr D Dias</p> <p>Pannawonica Library, Pannawonica Drive, Pannawonica Cr D Wright</p> <p>Bay View Caravan Park Reception Area, Robinson St, Coral Bay Cr A Eyre</p> <p>Dampier Port Authority Offices, 16 Parliament Place, West Perth Cr L Shields</p> <p>5. Request the Minister for Local Government to allow the Shire of Ashburton to adopt its 2013/14 Budget after 31 August 2013.</p> <p>6. Request the Chief Executive Officer to prepare a report to Council before February 2014 on the rating GRV Workers Accommodation Facilities.</p>	
19	08/13	12.1	Fin12 Purchasing And Tender Policy	That Council adopt the reviewed FIN12 Purchasing and Tendering Policy as per ATTACHMENT 12.1.	<p>Policy has been uploaded to AIMS and all staff have been notified by email.</p> <p>Completed (Sept 2013)</p>
20	08/13	12.2	Fin09 Authorised Signatories For Cheque And Electronic Funds Transfer Payments	That Council adopt the reviewed FIN09 Authorised Signatories for Cheque and Electronic Funds Transfer Payments policy as per ATTACHMENT 12.2.	<p>Policy has been uploaded to AIMS.</p> <p>Completed (Sept 2013)</p>

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
21	08/13	12.3	ELM04 Code Of Conduct Policy For Councillors, Committee Members And Staff	That Council refer this agenda item "ELM04 Code of Conduct Policy for Councillors, Committee Members and Staff" to the Ordinary Meeting of Council to be held in November 2013.	Will go to November Council Meeting. Matter workshopped at October 2013 Meeting (Oct 2013) Will go to November Council Meeting (October 2013)
22			Shire Of Ashburton Governance Manual	That Council refer this agenda item "Shire of Ashburton Governance Manual" to the Ordinary Meeting of Council to be held in November 2013.	Will go to November Council Meeting. Matter workshopped at October 2013 Meeting (Oct 2013) Will go to November Council Meeting (October 2013)
23	07/13	12.2	Shire of Ashburton Local Government Property Local Law 2013 – Requested Undertakings Minute: 11569	That Council: Provide the following undertakings proposed by the Joint Standing Committee on Delegated Legislation as per ATTACHMENT 12.2 <ol style="list-style-type: none"> 1. That the Shire will not exclude "assistance animals", as defined in section 9(2) of the Disability Discrimination Act 1992 (Cth) from the aerodromes in its district; 2. That clause 5.11 be amended by deleting the incorrect reference to Schedule 3 and replacing it with Schedule 2 when the Local Law is next amended; 3. That all consequential amendments arising from the undertakings will be made; 4. That the Shire will provide a copy of the minutes of the meeting at which the Ashburton Council resolves to provide the undertakings; and 5. Where the Local Law is made publicly available, whether in hard copy or electronic form, it be 	Council adopted undertaking as requested by the JSCDL on 17 July 2013. Minute Number 11569. (OCM 17 July 2013) Final item to conclude this Local Law will go to October 2013 Council Meeting. COMPLETE (October 2013)

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				accompanied by a copy of these undertakings.	
24	07/13	12.3	Shire of Ashburton Cemeteries Local Law 2013 – Requested Undertakings Minute: 11569	That Council: Provide the following undertakings proposed by the Joint Standing Committee on Delegated Legislation as per ATTACHMENT 12.3 that: <ol style="list-style-type: none"> 1. That all references to Schedule 4 will be removed from the Local Law; 2. That the Shire will not exclude "assistance animals", as defined in section 9(2) of the Disability Discrimination Act 1992 (Cth) from the cemeteries in its district; 3. That all consequential amendments arising from the undertakings will be made; 4. That clauses 3.1(l), 3.3(l), 3.3(2) and 8.2 will not be enforced in a manner contrary to the undertakings that the Council gives; 5. That the undertakings will be completed within six months of the date of the Council's letter giving the undertakings; 6. That the Shire will provide a copy of the minutes of the meeting at which the Ashburton Council resolves to provide the undertakings; and 7. Where the Local Law is made publicly available, whether in hard copy or electronic form, it be accompanied by a copy of these undertakings. 	Council adopted undertaking as requested by the JSCDL on 17 July 2013. Minute Number 11569. (OCM 17 July 2013) Final item to conclude this Local Law will go to October 2013 Council Meeting. COMPLETE (October 2013)
25	07/13	12.4	Shire of Ashburton Activities on Thoroughfares and Public Places and Trading Local Law 2013 – Requested Undertakings Minute: 11576	That Council: Provide the following undertakings proposed by the Joint Standing Committee on Delegated Legislation as per ATTACHMENT 12.4 <ol style="list-style-type: none"> 1. Insert clause 2.8(2) and correct the typographical error in clause 7.1(2)(d); 2. That clauses 2 and 7.1 will not be enforced in a manner contrary to the undertakings that the Council gives; 	Council adopted undertaking as requested by the JSCDL on 17 July 2013. Minute Number 11576. (OCM 17 July 2013) Final item to conclude this Local Law will go to October 2013 Council Meeting.

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				<ol style="list-style-type: none"> 3. Provide the Committee with a copy of the minutes of the meeting at which the Shire of Ashburton resolved to provide the undertaking; 4. Amend the local law within six months from the date of the Shire's letter which contains the undertaking to amend the local law; and 5. In the interim, where the local law is made publically available by the Shire of Ashburton, whether in electronic or hard copy form, it be accompanied by a copy of the undertakings. 	COMPLETE (October 2013)
26	07/13	12.6	<p>Shire of Ashburton Local Government Property Amendment Local Law 2013</p> <p>Minute: 11569</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Endorse the Shire of Ashburton Local Government Property Amendment Local Law 2013 as per ATTACHMENT 12.6 2. Endorse the purpose and effect of the local law being: <ul style="list-style-type: none"> Purpose: To regulate the care, control and management of all property of the local government except thoroughfares. Effect: To control the use of local government property. Some activities are permitted only under a permit or under a determination and some activities are restricted or prohibited. Offences are created for inappropriate behaviour in or on local government property. 3. Authorise the required advertising in a state-wide newspaper, inviting public comment on the amendment local law, being open for a period of not less than 6 weeks (42 days) as per section 3.12 of the Local Government Act 1995. 	<p>Council adopted approval to advertise on 17 July 2013. Minute Number 11577.</p> <p>Advertising in The West Australian on 31 July 2013. Letter sent to Minister of LG on 2 August 2013.</p> <p>(OCM 17 July 2013)</p> <p>Final item to conclude this Local Law will go to October 2013 Council Meeting.</p> <p>COMPLETE (October 2013)</p>
27	07/13	12.7	<p>Shire of Ashburton Cemeteries Amendment Local Law 2013</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Endorse the Shire of Ashburton Cemeteries Property 	<p>Council adopted approval to advertise on 17 July 2013. Minute Number</p>

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
			Minute: 11569	<p>Amendment Local Law 2013 as per ATTACHMENT 12.7</p> <p>2. Endorse the purpose and effect of the local law being:</p> <p>Purpose: To provide for the orderly management of the Cemeteries in Onslow (Reserve No. 20632) and Tom Price (Reserve No. 43087) which includes new facilities such a niche wall and to create offences for inappropriate behaviour within the cemetery grounds.</p> <p>Effect: To ensure compliance by all persons engaged in the administration of the cemetery, burying deceased in the cemetery, or otherwise providing services to or making use of the cemetery.</p> <p>3. Authorise the required advertising in a state-wide newspaper, inviting public comment on the amendment local law, being open for a period of not less than 6 weeks (42 days) as per section 3.12 of the Local Government Act 1995.</p>	<p>11569.</p> <p>Advertising in The West Australian on 31 July 2013. Letter sent to Minister of LG on 2 August 2013.</p> <p>(OCM 17 July 2013)</p> <p>Final item to concluded this Local Law will go to October 2013 Council Meeting.</p> <p>COMPLETE (October 2013)</p>
28	07/13	12.8	<p>Shire of Ashburton Activities on Thoroughfares and Public Places and Trading Amendment Local Law 2013</p> <p>Minute: 11577</p>	<p>That Council:</p> <p>1. Endorse the Shire of Ashburton Activities on Thoroughfares and Public Places and Trading Amendment Local Law 2013 as per ATTACHMENT 12.8</p> <p>2. Endorse the purpose and effect of the local law being:</p> <p>Purpose: To consolidate various local laws relating to activities in thoroughfares and public places</p>	<p>Council adopted approval to advertise on 17 July 2013. Minute Number 11569.</p> <p>Advertising in The West Australian on 31 July 2013. Letter sent to Minister of LG on 2 August 2013.</p> <p>(OCM 17 July 2013)</p>

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>and trading.</p> <p>Effect: To restrict and prohibit activities on thoroughfares, and trading in thoroughfares and public places; and ensure that all persons wishing to conduct an activity on a thoroughfare or trade in a thoroughfare or public place comply with the provisions of the local law.</p> <p>3. Authorise the required advertising in a state-wide newspaper, inviting public comment on the amendment local law, being open for a period of not less than 6 weeks (42 days) as per section 3.12 of the Local Government Act 1995.</p>	<p>Final item to conclude this Local Law will go to October 2013 Council Meeting.</p> <p>COMPLETE (October 2013)</p>
29	06/13	11.2	<p>Shire of Ashburton Governance Manual</p> <p>Minute: 11543</p>	<p>That Council withdraw item '11.2 Shire of Ashburton Governance Manual' and refer the item to a workshop with Council at a time chosen by the Shire President and the A/Chief Executive Officer.</p>	<p>OCM 21 August 2013 Agenda Item 12.4 for adoption</p> <p>(21 August 2013)</p> <p>COMPLETE (October 2013)</p>
30	06/13	11.3	<p>Policy Review</p> <p>ELM01 Council And Other Meetings</p> <p>ELM02 Official Photograph</p> <p>ELM03 Presentations To Retiring Councillors</p> <p>ELM04 Code Of Conduct Policy For Councillors, Committee Members And</p>	<p>That Council withdraw item '11.3 Policy Review ELM01 Council And Other Meetings - ELM02 Official Photograph - ELM03 Presentations to retiring Councillors - ELM04 Code of Conduct Policy for Councillors, Committee Members and Staff - ELM05 Councillor Training/Conference Attendance - ELM06 Councillors Accommodation, Travel and Incidental Expenses whilst on Council Business' and refer the item to a workshop with Council at a time chosen by the Shire President and the A/Chief Executive Officer.</p>	<p>ELM01 – 05 (excluding ELM04) Proposed OCM in September 2013</p> <p>COMPLETE (October 2013)</p> <p>ELM04 to be presented to OCM November 2013 Agenda for adoption</p>

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
			<p>Staff</p> <p>ELM05 Councillor Training/Conference Attendance</p> <p>ELM06 Councillors Accommodation, Travel And Incidental Expenses Whilst On Council Business</p> <p>Minute No. 11544</p>		
31	06/13	11.4	<p>Financial Management Audit</p> <p>Minute: 11545</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Receives the Financial Management Review as per Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996; 2. Directs the Chief Executive Officer to take action on the recommendations contained in the report. 	A/CEO has directed Finance Manager to address issues raised in the Financial Management Review and report back to him.
32	06/13	11.5	<p>Probity Audit – FIN12 Purchasing And Tender Policy Review 2013</p> <p>Minute: 11546</p>	<p>That Council adopt the reviewed policy FIN12 Purchasing and Tender Policy as per ATTACHMENT 11.5 with the following changes:</p> <ul style="list-style-type: none"> • In Section 4 Purchasing Thresholds tables for purchases up to \$5,000 in the Quotes Required section replace with "Obtain two verbal quotations which are to be recorded in the "Verbal Quotation Form" and included with the purchase order when passed for payment" • In Section 4 Purchasing Thresholds tables for purchases between \$5,001 - \$50,000 in the Quotes Required section replace with "Obtain at least three written quotations. Written quotations and included with the purchase order when passed for payment." 	<p>Completed.</p> <p>OCM 21 August 2013 Agenda Item 12.1 for adoption</p> <p>(21 August 2013)</p>
33	06/13	11.6	<p>Proposed Differential Rates 2013/14</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Advertise its intention, in accordance with section 6.36 of the Local Government Act 1995, to adopt the 	<p>Council adopted rates as presented.</p> <p>Rates were advertised as per the LG</p>

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
			Minute: 11547	<p>following rates in the dollar and minimum rates for the differential rating categories specified for the 2013/14 Financial Year:</p> <p>Rate Code Description Rate in the \$</p> <p>GRV Residential 0.037000</p> <p>GRV Commercial 0.046250</p> <p>GRV Tourism 0.046250</p> <p>GRV Community 0.037000</p> <p>GRV Industrial 0.046250</p> <p>GRV Workers Accommodation Facilities 0.046250</p> <p>UV Pastoral 0.039374</p> <p>UV Commercial 0.393744</p> <p>UV Industrial 0.393744</p> <p>UV Tourism 0.196872</p> <p>UV Mining Leases 0.393744</p> <p>Minimum Payment \$600.00</p> <p>2. If no objections are received apply to the Minister of Local Government and Regional Development to approve Council in imposing the Schedule of Rates outlined in point 1 above.</p>	<p>Act.</p> <p>No comments were received by the Shire.</p> <p>Letter advising LG Minister of Differential Rates has been sent.</p> <p>As at 5 August 2013 Minister is querying our rate setting.</p> <p>See item 19</p> <p>Completed (Sep 2013)</p>
34	06/13	16.1	<p>New Business of an Urgent Nature – Temporary Increase of Overdraft –</p> <p>Minute: 11563</p>	<p>That Council approve the temporary increase on Council's overdraft up to \$2 million until 30 September 2013 and that Council advertise the proposal in accordance with Section 6.21 of the Local Government Act 1995.</p>	<p>Completed.</p> <p>Council adopted.</p> <p>A/CEO and Shire President signed and sealed Bank Documentation and forwarded to the Bank.</p>
35	05/13	11.2	<p>October 2013 Ordinary Election – Appointment of</p>	<p>1. Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be</p>	<p>Completed.</p>

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
			Electoral Commission Minute: 11518	responsible for the conduct of the 2013 Ordinary Election; 2. Determine in accordance with section 4.6.1(2) of the Local Government Act 1995 that the method of conducting the election will be as a postal election; and 3. Make provision in the 2013/14 Budget for the expenditure of \$16,000 on costs associated with the 2013 Ordinary Election.	Letter sent to the Electoral Commission advising our intention to utilise their services 20 May 2013. (May 2013)
36	05/13	11.3	Audit Contract 2012/2013-2014/2015 Minute: 11519	That Council appoint Mr David Tomasi (Registered Company Auditor 15274) of UHY Haines Norton Chartered Accountants to undertake Audits for the Shire of Ashburton for the period 2012/2013 to 2014/2015 at a total fee of \$85,500 (GST inc) for three years plus disbursements.	Completed. Letter sent advising of appointment as Auditor 20 May 2013. (May 2013)
37	04/13	11.1	Onslow Temporary Offices Minute: 11479	That Council: 1. Endorse the proposed solution to utilise existing Shire owned properties Lot 307 First Avenue and Lot 263 Second Avenue in Onslow for the purpose of providing office accommodation for Shire staff on a temporary basis until such time as replacement offices, hall and library are rebuilt.	Work is now underway to make the premises suitable for office space and to move 1 transportable office from Second Avenue site and hire 1 additional transportable office. (April 2013) Corporate and Strategic & Economic Development staff Relocated. Completed (Sep 2013) see item 9
38	10/12	11.3	Policy And Procedure Review And Development Project	That Council adopts the proposed Policy Content and Approval Matrix.	To be presented to Executive Team 14 March 2013 (14 March 2013)

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
			Minute: 11312		COMPLETE (October 2013)
39	10/12	16.2	Paraburdoo Shire Office Opening Hours Minute: 11339	That Council direct the CEO to report back at the 21 November 2012 Ordinary Meeting of Council Meeting with a strategy to maintain advertised opening hours for the Paraburdoo Shire office.	Policy Drafted and with Execs for review. This is Management Directive not a Council Policy. Completed (Oct 2013)
40	09/12	11.6	GRV rating of worker accommodation facilities and other selected capital improvements on mining and petroleum leases Minute: 11282	That Council 1. Adopt Draft Council Policy "Gross Rental Valuation Rating of Worker Accommodation Facilities and other Selected Capital Improvements on Mining and Petroleum Leases". 2. Implement a program of GRV rating Workers Accommodation Facilities and other GRV rateable improvements on mining tenements and petroleum licenses, within the constraints generated by existing "State Agreement" legislation; and 3. Instruct the Chief Executive Officer to proceed with implementing the policy in 1 above, in accordance with the procedures set out in the Department of Local Government's publication "Guideline Number 2. Changing Methods of Valuation of Land (Revised March 2012)".	Ongoing (September 2012)
41	09/12	18.1	Nameless Festival Public Holiday - Tom Price	That Council: 1. Support in principle a "Local Public Holiday" for Tom Price residents to celebrate Nameless Jarndunmunha Festival.	Ongoing (September 2012)

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
			Minute: 11295	<ol style="list-style-type: none"> 2. Delegate to the CEO to investigate what is involved with celebrating a local public holiday on the Monday following the Nameless Festival Sunday, and report back to Council what is involved. 3. Authorise the CEO to commence a community consultation process to identify support for this proposal in the Tom Price Community, and report back to Council with the results. 	CASEY THIS NEEDS TO MOVE TO COMMUNITY DEVELOPMENT
42	09/12	16.1	<p>Shire of Ashburton five (5) forward capital works plan 2010/2011 to 2014/2015 - amendment</p> <p>Minute: 11299</p>	That Council amend the Shire of Ashburton Forward Capital Works Plan (2010/11 to 2014/15) and reschedule the Paraburdoo Town Centre Re-vitalisation Project from 2010/11 and 2011/12 to 2012/13.	<p>Ongoing (Jan 2013)</p> <p>COMPLETED (Oct 2013)</p>
43	09/11	16.2	<p>Confidential Item – Rating of Resources Projects</p> <p>Minute: 11038</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. That Council provide the following comment to WALGA on the State Government Draft Policy Guidelines: Application of Gross Rental Valuation to Resource Projects: <ol style="list-style-type: none"> 1.1. Its preference is the removal of all discriminatory restrictions to Council rating from all State Agreement Acts. This is the best solution and allows Resource Companies to be treated in a similar way to all other ratepayers. 1.2. The Draft Policy Guideline needs to provide a clear definition of Infrastructure which must include Aerodromes, Storage Tanks, Railway Lines, Pipelines and Wharfs. 1.3. The measurement of geographic proximity of Maintenance Workshops to facilities and 	<p>Comment received from Peter Kyle – assessing whether further advice necessary (March 2012)</p> <p>Shire will write to Peter Kyle asking him for a legal opinion on what discriminatory rates mean as it pertains to Agreement Acts.</p> <p>Ongoing (Jan 2012)</p>

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>infrastructure needs to be removed. All buildings should be able to be rated on a GRV basis.</p> <p>1.4. Regardless of any Policy determination Council should not be precluded from negotiating funding from organisations operating in the Shire.</p> <p>2. Instructs the Chief Executive Officer to use his best endeavours to lobby for an increase the rating restrictions contained in Section 6.30 of the Local Government Act 1995.</p>	<p>Additional Legal opinion is being sought (Apr 2012)</p>
44	12/09	12.12.76	Realignment of Hillside Pastoral Station Boundary Border	That Council defer consideration of the agenda item until the February 2010 meeting of Council, the reason being subsequent to the preparation of the agenda item the Shire received two more proposals from the Local Government Advisory Board to amend the Shire's boundary with the Shire of East Pilbara. It was considered appropriate to consider the proposals collectively.	<p>Ongoing (Jan 2012)</p> <p>Initial discussions are being held with the Shire of East Pilbara in order to establish that Shires attitude to proposals.</p> <p>Documentation has been collected now being reviewed by EMCS (March 2011)</p>

Strategic and Economic Development Decision Status Report

Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
16/10	13.7	Onslow Airport Apron Access Road Minute 11664	That Council authorise the Shire President and Chief Executive Officer to execute the amended Financial Assistance Agreement Onslow Aerodrome – Apron Access Road Works between Chevron Australia Pty Ltd and the Shire of Ashburton for \$118,500 by signing the Agreement and affixing the Shire's Common Seal.	Nov 13 Finalised
16/10	13.6	Changes To The Licence Agreement For The Tom Price Community Recreation Centre Minute 11664	That Council: 1. Endorse a Deed of Variation to the Licence Agreement between the Shire of Ashburton and the Department of Education for the Tom Price Community Recreation Centre; and 2. Delegate authority to the Shire President and the Chief Executive Officer to prepare, sign and affix the Common Seal to a Deed of Variation to the excluded creche area from the Licence Agreement between the Shire of Ashburton and the Department of Education for the Tom Price Community Recreation Centre.	Nov 13 Deed of Variation prepared and sent to Tom Price High School for signature.
16/10	13.4	Request To Hold A Special Meeting Of Council For Award Of Tender And Request To Change Selection Criteria Of A Proposed Tender Minute 11674	1. That Council convenes a Special Meeting of Council on 29 October 2013, to commence at 7:00pm, to be held at Tom Price Council Chambers Central Ave Tom Price, for the purpose of determining. a) The award of RFT 09/13 Supply and Installation of Passenger Screening Equipment and Baggage Conveyor Systems; and b) Evaluation criteria for Request for Tender for Professional Services for the Design and Validation of an Area Navigation (RNAV) Global Navigation Satellite System (GNSS) Approach. 2. That subject to the tender falling within the limits of the Financial Assistance Agreement, Council authorise the Shire President and Chief Executive Officer to execute the amended Financial Assistance Agreement Onslow Aerodrome – For Professional Services for the Design and Validation of an Area Navigation	Nov 13 Finalised

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				(RNAV) Global Navigation Satellite (GNSS) Approach between Chevron Australia Pty Ltd and the Shire of Ashburton by signing the Agreement and affixing the Shire's Common Seal.	
	16/10	13.3	Execution Of Funding Agreement - Paraburdoo Sporting And Community Hub Stage 1 Minute 11673	That Council: 1. Authorises the Shire President and Chief Executive Officer to execute the Funding Agreement Paraburdoo Sporting and Community Hub July 2013 – June 2016 between Pilbara Iron Company (Services) Pty Ltd (RTIO) and the Shire of Ashburton for \$3,000,000 by signing the Agreement and affixing the Shire's Common Seal; 2. Approves the proposed letter of variation clarifying SoA's contribution to Stage 1 of the Hub being \$300,000 and funds being used to continue to develop agreed scope and final concept design for the other components of the Hub, to accompany the Funding Agreement; and 3. Amends the 2013/2014 budget to include the proposed income and expenditure of \$4,800,000 for No BN455 – Paraburdoo Child Care as outlined in the Financial Implications Table.	Nov 13 Funding agreement executed, letter of variation signed and presented to Rio Tinto; invoice in process of being raised
	16/10	13.2	Execution Of Funding Agreement - Community Development And Support Team Minute 11672	That Council: 1. Endorses the Funding Agreement 'Community Development and Support Team' with Rio Tinto for the value of \$2,603,972 (excl GST). 2. Authorises the Shire President and Chief Executive Officer to execute the Agreement by signing and affixing the Shire's Common Seal.	Nov 13 Funding agreement executed and presented to Rio Tinto; invoice in process of being raised
	18/9	13.7	Beadon Creek Harbour Development Minute 11652	That Council: 1. Give in-principle support to the Marine Tourism of Western Australia (MTWA) Development and write to the Department of Transport	Nov 13 Being progressed

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>requesting that Lots 13 and 14 be allocated for "Tourism Use".</p> <p>2. Appoint a delegation consisting of the Shire President and the CEO to meet with the Minister of Transport to request the preparation of a development plan that addresses the development potential of the harbour and which installs access for community needs.</p>	
	18/9	13.6	Chevron's Air Quality Monitoring System Lease Minute 11651	<p>That Council:</p> <ol style="list-style-type: none"> 1. Endorse Lease subject to the Agreement No. C1098725 to lease portion of land on Reserve No. 30686 Lot 644 Third Avenue Onslow (on the Oval) for the purpose of the Air Quality Monitoring System (AQMS). 2. A/CEO obtain formal approval from RDL to amend the Management Order over Reserve No 30686 giving the Shire of Ashburton 'power to lease'. 3. A/CEO to undertake advertising of the proposed disposal of property for public comment in accordance with S3.58 Local Government Act 1995 upon receipt of 'power to lease' from RDL. 4. Should no comment be received in response to the public advertisement of the proposal, delegate authority to the A/CEO to sign the lease agreement. 5. Advise Cheveron that planning approval is required for the AQMS. 	<p>Nov 13 Currently being advertised for public comment.</p>
	18/9	13.5	Upgrading Of Coastal Tourism Locations And	That Council:	<p>Nov 13 Awaiting final</p>

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
			Improvement Of Selected Roadside Rest Stops Minute 11650	<ol style="list-style-type: none"> 1. Support the upgrading of coastal tourism locations and improvement of selected roadside rest stops by the Pilbara Regional Council at four nominated sites; Halfway Bridge (Bellary Creek) (Paraburdoo/Tom Price), Hamersley Gorge 24hr Stop, Old Onslow Township and Robe River (North West Coastal Highway), each with a shade structure and signage. 2. Request the Acting CEO to determine a plan and estimated costs to maintain the toilets at the selected sites and report to Council. 3. Request the Pilbara Regional Council give consideration to include a caravan dump point at the rest stops mentioned in point 1 4. Request the Acting CEO to determine a plan and estimated costs to maintain caravan dump points at the rest stops mentioned in point 1 	tender decision to be made for supplier of facilities to progress with maintenance requirements research. Location of Old Onslow Rest Stop being determined by Project Manager.
	18/9	13.4	Request To Allocate Space At Onslow Business House To The Small Business Centre West Pilbara Minute 11649	<p>That Council:</p> <ol style="list-style-type: none"> 5. Support the allocation of office space at the Onslow Business House at Lot 675 Second Avenue, Onslow to the Small Business Centre West Pilbara. 6. Agree to the weekly fee of \$100 + GST to be paid by the Small Business Centre West Pilbara to recoup the cost of utilities, minor 	Nov 13 SBCWP have been advised that this item was declined

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				printing and photocopying. 7. Delegate the A/CEO to sign the Licence Agreement for a period of two years.	
	18/9	13.3	Execution Of Funding Agreement - Paraburdoo Sporting And Community Hub Stage 1 Minute		Nov 13 This item finalised
	18/9	13.2	Execution Of Funding Agreement - Community Development And Support Team	That Council: 1. Endorses the Funding Agreement – Community Development and Support Team – with Rio Tinto for the value of \$2,603,972 (excl GST). 2. Authorises the Shire President and Acting Chief Executive Officer to execute the Agreement by signing and affixing the Shire's Common Seal.	Nov 13 This item finalised
	18/9	13.1	Lease Of Premises By Tender - 84 Ashburton Court, Paraburdoo Minute 11647	That Council: 1. Approve the lease of premises by Tender for portion of Lot 811 Ashburton Court, Paraburdoo, before the current Deed of Extension expires. 2. Approve the assessment criteria to be used in the Tender: a. Proposed rental payment (monthly in advance) 50% b. Proposed use 30% c. Statement of Community Benefit for Proposed Use 20%	Nov 13 Outcome of RFT to Council at Nov Meeting. Current tenant to remain on periodical lease

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
	18/9	18.1	Confidential Item - Dispute Arising From Sale Of Subdivided Lots At Lot 308 Boonderoo Road, Tom Price Minute 11659	That Council note the contents of this report <i>"Agenda Item 18.1 – Dispute Arising From Sale of Subdivided Lots at Lot 308 Boonderoo Road, Tom Price."</i>	Nov 13 Item progressing as per report
	18/9	18.3	Confidential Item - Onslow Aerodrome Redevelopment Project Update Minute 11661	That Council: 1. Accept the contents of the report. Send a delegation of Chief Executive Officer and Shire President to meet with Senior Government Officials and Chevron Executives to further negotiate funding.	Nov 13 Item progressing as per Council resolution – Audit is currently underway
	08/13	13.2	Proposed Staging And Development Of Paraburdoo Community Hub MINUTE: 11611	That Council: 1. Approves the construction of initial headworks and the Child Care Centre to commence as Stage 1 of the Paraburdoo Community Hub upon finalisation of the required funding. 2. Amends the budget to allow a \$300,000 contribution to be made to Stage 1 of the Paraburdoo Community Hub from Council's Infrastructure Reserve. 3. Request the CEO to review the Paraburdoo Hub concept plan in line with the concept plan presented and approved at the November 2012 Council Meeting by a specialised recreation consultant and architect to consolidate identified duplication of facilities and create better efficiencies; the revised design and estimated construction and operation costs and proposed funding business plan (including costs	Nov 13 Rio Tinto funding agreement finalised; new business case being prepared for RDL/PDC to secure \$1.5m Working Group is meeting fortnightly to review Paraburdoo Hub concept plan; new site plan layout has been drafted and is being reviewed

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>analysis and asset management) to be presented at the November 2013 Council meeting.</p> <p>4. Approves the formation of a Paraburdoo CHUB Working Group comprised of Councillor Dias & Councillor Rumble , a Rio Tinto representative from the Partnership Management Group, a representative of the Pilbara Development Commission and representatives from the Community Development and Strategic & Economic Development departments to direct the architect and review proposed design changes.</p>	
	08/13	13.4	<p>Adoption Of The Corporate Business Plan</p> <p>Minute: 11613</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. In accordance with Regulation 19DA of the Local Government (Administration) Regulations 1996, adopt the Shire of Ashburton Strategic Community Plan "Living Life" 2012-2022 and the Corporate Business Plan 2013-2017. 2. Give public notice of this plan in accordance with Regulation 19D of the Local Government (Administration) Regulations 1996. 	Nov 13 Finalised
	07/13	13.1	<p>Extension of Lease – Onslow Sun Chalets</p> <p>Minute: 11569</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Authorises the extension of the Onslow Chalets Lease with Ashburton Investments Pty Ltd until 31 December 2013 on the existing terms and conditions. 2. Advertise the extension in accordance with Section 3.58 Disposing of Property of the Local Government Act 1995. 3. Should no objections be received to the extension Council delegate to the A/Chief Executive Officer the authority to enter into a Lease Agreement for the extension with Ashburton Investments Pty Ltd. 4. Authorise the Shire President and the A/Chief Executive Officer to 	Nov 13 Council endorsement to extend lease to be sought at Nov Council Meeting

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				affix the Common Seal of the Shire of Ashburton to the Lease extension.	
	06/13	12.1	Proposal To Change Purpose Of Reserve 39206 & 39277 Minute: 11548	That Council: 1. Relinquish the existing Management Orders over Reserve 39206 Gregory Location 51, Tom Price Paraburdoo Road and 39277 Gregory Location 55, Tom Price Paraburdoo Road; 2. Request the cancellation of Reserve 39206; from Department of Regional Development and Lands for a Management order 3. Apply to the Department of Regional Development and Lands for a Management Order for the purpose of Shooting Complex with the power to lease over both Reserves, under the remaining Reserve number of 39277, Gregory Location 55, Tom Price Paraburdoo Road. 4. Delegate authority to the Acting Chief Executive Officer to enter into a Lease Agreement with the Tom Price Sporting Shooters Association for the purpose of a "Recreation - Shooting Complex." 5. Authorise the Commissioner and the A/Chief Executive Officer to affix the common seal of the Shire of Ashburton to the documentation.	Nov 13 Department of Lands has advised they are waiting on Landgate to instigate changes.
	06/13	12.3	Proposed Funding Application for New Neighbourhood Centre in Paraburdoo Minute: 11550	That Council: 1. Approves the preparation and submission of an Expression of Interest and supporting documentation to Pilbara Development Commission to fund construction of the Paraburdoo Neighbourhood Centre as part of the Paraburdoo Community Hub.	Nov 13 Business case for Neighbourhood Centre will be submitted as part of Paraburdoo Hub full development upon completion of design review (Item 13.2 08/13 above)
	06/13	12.4	Proposal to Change Purpose of Reserve 39339 Onslow to 'Communications Site' Minute: 11551	That Council agrees with changing the purpose of Shire Reserve 39339 from "Radio Transmitter site" to "Communications site" and endorses the Department of Regional Development and Lands issuing a new management order to the Shire.	Nov 13 Awaiting completion from RDL and Landgate

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
	05/13	12.1	<p>Proposed closure and transfer of part of Fortescue place, Paraburdoo and change purpose of reserve 42332</p> <p>Minute: 11520</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Close the 3975sqm portion of Fortescue Place Paraburdoo road reserve for transfer to Reserve 42332 in compliance with Section 58 of the Land Administration Act 1997, in accordance with ATTACHMENT 12.1; 2. Advertise the closure and transfer of the Fortescue Place Paraburdoo road reserve in a locally circulating newspaper for a minimum period of 35 days inviting the public to comment, pursuant to Section 58 of the Land Administration Act 1997; 3. Require any objection received in response to the statutory advertising of the proposed closure or the land transferral be referred back to Council for consideration; 4. Endorse the change of purpose of Reserve 42332 from 'Recreation' to 'Recreation and Child Care Centre'; 5. Authorise the Chief Executive Officer, subject to no objections being received from the public to the road closure and transfer, submit to the Minister for Lands a request to close the 3975sqm portion of Fortescue Place Paraburdoo road reserve for transfer to Reserve 42332 in accordance with ATTACHMENT 12.1, change the purpose of Reserve 42332 from 'Recreation' to 'Recreation and Child Care Centre' and seek power to lease the facilities constructed upon that reserve. 	<p>Nov 13</p> <p>Formal request has been made to State Land Services, matter is being progressed</p>
	09/12	15.3	<p>Update on the Paraburdoo Sporting and Community Hub</p> <p>Minute: 11294</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Acknowledge the comments contained in ATTACHMENT 15.3A in the minutes by Cr Dias. 2. Discuss all points submitted by Cr Dias with Cr Rumble and Dias, document all variations from the points submitted by Cr Dias including reasons and contingency plans in place should there be any shortfall due to reasons being out of Shire control. 3. Acknowledge the progress of the concept plans for the Paraburdoo Sporting and Community Hub as tabled in ATTACHMENT 15.3B. <p>Discuss any modifications to the plans with Cr Dias and Rumble before the November Council Meeting and have the modified plans tabled at the November meeting.</p> <ol style="list-style-type: none"> 4. Submit a funding application within the next 2 weeks. 	<p>Nov 13</p> <p>This item has been captured in agenda item 13.2 08/13</p>

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
	12/08	13.12.408	Proposed Transfer of Emergency Services Building	<p>That Council:</p> <ol style="list-style-type: none"> 1. Council agree to transfer the tenure of the Onslow Emergency Service Building to FESA subject to:- <ol style="list-style-type: none"> i) FESA to become responsible for the outstanding loan on the facility and any financial outlay required for the transfer thereof; and ii) A condition being placed on the Management Order over the premises that they are to be used only to house the local Volunteer Emergency Services including the Marine Rescue Service. 2. The necessary procedures required to affect the transfer be implemented. 3. The present designation of Lot 971 in the Shire's Town Planning Scheme No.7 be amended to reflect the existing land use during the Planning Scheme review for Onslow. 4. The future need of the Onslow Emergency Services Building Management Committee and Instrument of Delegation DA503 be noted and in due course be discontinued. 	<p>Nov 13 A full discovery process is underway, as DFES is stating that the Shire misrepresented the process to RDL. Unfortunately this item is not a high priority and continues to be reallocated when other priorities require urgent attention.</p>

Technical Services Decision Status Report

#	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
1	16/10	14.13	Award Of Rft 15/13 Coondewanna Intersection Upgrade Asphalt Works Minute 11683	That Council: <ol style="list-style-type: none"> Award the RFT15/13 Coondewanna Intersection Upgrade Asphalt Works to Downer for a lump sum value of \$266,929.15 (excluding GST). Authorise the Chief Executive Officer to execute the relevant contract documentation. 	Contract is in the process of being drawn up and ready for signing. (20 November 2013)
2	16/10	14.12	Authorised Officer For Ranger Services Minute 11664	That Council: <ol style="list-style-type: none"> Revokes the authorisation of Sebastian Reeve as an Authorised Officers of the Shire of Ashburton. Approve the authorisation of Neville Donaldson as an Authorised Officer for the relevant Act, Regulations and Local Laws. Advertise the appointment in accordance with each Act, Regulation and Local Law. 	To be advertised this month. (20 November 2013)
3	16/10	14.11	In-Principle Support For Main Roads Wa To Control The Proposed Onslow Ring Road Minute 11664	That Council: <ol style="list-style-type: none"> Provide in-principle support for Main Roads WA (MRWA) to control the proposed Onslow Ring Road. Delegate authority to the Chief Executive Officer to negotiate with 	Further reporting to be completed. Negotiations are continuing. (20 November 2013)

#	Council Meeting	Agenda Ref.	Report title	Council decision	Current status				
				<p>MRWA on the proposal.</p> <p>3. Receive a further report to consider the tenure of the proposed Onslow Ring Road and the remainder of the existing Onslow Road to the north.</p>					
4	16/10	14.10	<p>Award Of Rft 13/13 Provision Of Consultancy Services For Site Selection And Feasibility Study Of Onslow Waste Management Facility</p> <p>Minute 11681</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Award the Contract 13/13 Provision of Consultancy Services for Site Selection and Feasibility Study of Onslow Waste Management Facility to Talis Consultants Pty Ltd for the lump sum of \$97,600 (excluding GST). 2. Authorise the Chief Executive Officer to execute the relevant contract documentation. 	<p>Works are now underway. (20 November 2013)</p>				
5	16/10	14.9	<p>Tom Price Royal Flying Doctor Service Airstrip Cost Estimates</p> <p>Minute 11680</p>	<p>That Council notes the Aerodrome Management Services Pty Ltd report outlining the design parameters and detailed cost estimation for the Tom Price Royal Flying Doctor Service Airstrip for use in the preparation of the business plan.</p>	<p>Noted for reference for completion of business plan as per item 8. COMPLETED. (20 November 2013)</p>				
6	18/9	14.14	<p>Tender Assessment Criteria For Request For Tender For Panel Supply Of Plant And Equipment Hire</p> <p>Minute 11657</p>	<p>That Council authorise the Acting Chief Executive Officer to invite public tenders for the Panel Supply of Plant and Equipment Hire, to be issued in accordance with the following evaluation criteria:</p> <table border="1" data-bbox="846 1241 1774 1369"> <thead> <tr> <th>Compulsory Criteria</th> <th>Yes / No</th> </tr> </thead> <tbody> <tr> <td>Tender Timing</td> <td></td> </tr> </tbody> </table>	Compulsory Criteria	Yes / No	Tender Timing		<p>Tender is currently advertised, closing 23 October. (October 2013)</p> <p>Tender submissions are currently being assessed. (20 November 2013)</p>
Compulsory Criteria	Yes / No								
Tender Timing									

#	Council Meeting	Agenda Ref.	Report title	Council decision		Current status
				Was the tender received at the correct location before the deadline?		
Tender Conformance Did the tender conform to the specification and required conditions?						
Alternative Tenders Did the tender contain qualifications or conditions? Was an alternative tender submitted along with a conforming tender?						
Price Schedule Was the Schedule of Rates attached and complete?						
Qualitative Selection	Weighting					

#	Council Meeting	Agenda Ref.	Report title	Council decision		Current status
				Criteria		
				Experience and Capacity to Meet Requirements Demonstrate the organisation has the skills and capacity to provide the required services, particularly demonstrated experience in the provision of similar practices as detailed in the specification.	40%	
				Resources Demonstrate the ability to supply the necessary resources, including personnel, sub-contractors, and plant equipment and materials.	20%	

#	Council Meeting	Agenda Ref.	Report title	Council decision		Current status
				<p>Quality and Occupational Health and Safety Systems</p> <p>Provide an overview of the reporting / recording systems, risk management and safety systems in place within the organisation</p>	20%	
				<p>Key Personnel</p> <p>Key personnel's experience in completing similar activities and their skills and experience including their role and qualifications.</p>	10%	
				<p>Past Company Performance</p> <p>The track record of the company or individuals including demonstrated evidence of the quality</p>	10%	

#	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
				of past work and demonstrated evidence of competency, cooperation and sound judgment in past projects.	
7	06/13	13.9	RFT 02/13 Asset Management Consultancy Minute: 11560	That Council: 1. Award the Contract 02/13 "Bureau Services for the Provision of Integrated Planning Framework Compliance and Support of Council's Asset Management System and Data" to Assetic Pty Ltd for sum of up to \$80,400 pa plus GST for a two year period with a two year option in accordance with their tender submission, as per ATTACHMENT 13.9B. 2. Authorise the Commissioner and Acting Chief Executive Officer to execute the relevant contract documentation and affix the Shire's Common Seal to the contract.	Contract documents have been prepared for signing under Common Seal at the August Council Meeting. (July 2013) Contract with Assetic (Successful Tenderer) for signing (October 2013) Contract documents are waiting to be signed and the seal placed by the CEO and Shire President. (20 November 2013)
8	10/12	18.3	Tom Price Royal Flying Doctor Air Strip	That Council: 1. Rescinds previous decision from August 2012 Meeting (Minute 11272)	Ongoing (March 2013) Preliminary cost

#	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
			Minute: 11336	<p>i. Council will support the development of a RFDS air strip for Tom Price if owned and operated by others and;</p> <p>ii. Direct the CEO to lobby resource companies, state government departments etc to construct own and operate an RFDS air strip in Tom Price."</p> <p>Alternate Motion:</p> <ol style="list-style-type: none"> 1. Council supports, without bias, that it is the desire of the residents of Tom Price to have their own Royal Flying Doctor Air Strip, for which to service their needs. 2. Council authorises the Chief Executive Office to source the required capital funding for the Royal Flying Doctor Air Strip and investigate means to offset maintenance costs. 3. On the basis of 2. above and should capital funds be located, then Council agree in principle to accept ownership responsibility of the airstrip. 4. A Business Plan is to be brought back to Council for approval. 	<p>estimate to construct and operate a 1200metre sealed strip in the process from Aerodrome Management Services received. Liaising with Rio Tinto on land tenure and sourcing funding. (September 2013)</p> <p>Report to Council (October 2013)</p> <p>Business Plan is currently being developed. (20 November 2013)</p>
9	08/12	13.4	<p>Mine road Tom Price – Dedication of road.</p> <p>Minute: 11261</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. That Council resolves to make a request to the minister under section 56(1)(a) of the Land Administration Act 1997 to dedicate Lot 356 of DP 216348 as a road. 2. Council resolves to advise Department of Regional Development and Lands that it would also be prepared to accept a road reserve to continue to the entry to the Tom Price LIA. 	<p>Awaiting response from RDL. (May 2013)</p> <p>Still awaiting response (October 2013)</p> <p>Request for an</p>

#	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
					update of progress with this has been sent to Department of Lands. (22 November 2013)
10	08/12	17.1	Confidential Item – Onslow waste – liquid Waste. Minute: 11265	That Council: <ul style="list-style-type: none"> • Reallocate \$50,000 from the Onslow Refuse Site closure (CO65) • Apply for all necessary permits to receive liquid wastes at Reserve 38337. • Declare a fee for liquid waste disposal at the Onslow Tip at \$0.20/L. • Determine to only accept kitchen wastes from the Onslow township, or any Council controlled facilities. • In order to support the Onslow community in the short term to provide up to \$20,000 for subsidised transport costs. • Request the CEO to report back to council on the progress of this matter at the November 2012 council meeting. 	Interim arrangements made for liquid waste disposal. Design of new facility completed and DEC licence has been obtained. Town Planning approval and quotation for construction obtained. New Eco liquid waste liner has been purchased and is in Onslow waiting for instillation. (April 2013) Questions being sought for earthworks. (May 2013) Instillation to occur

#	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
					<p>within the next month. Earthworks have to be completed first. (September 2013) Instillation to be completed within the next month. (October 2013)</p> <p>Facility is currently being reviewed for works to commence. (22 November 2013)</p>
11	08/12	18.1	<p>Tourist signage – Tom Price – Paraburdoo road & Karajini road.</p> <p>Minute: 11252</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Subject to Main Roads confirmation of this arrangement, agree to remove the signage from the Tom Price and Karajini Tourist Bays and thereafter Main Roads WA will be responsible for the development and upkeep of both areas. 2. Allocate \$5000 for the removal of the signage from the tourist lay-bys in the 2012-2013 budget. 	<p>Letter sent to Main Roads WA seeking their agreement to action. (September 2012)</p> <p>Awaiting response MRWA (March 2013)</p> <p>New letter sent to MRWA (April 2013)</p> <p>To be placed into 2013-2014 budget.</p>

#	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
					<p>(May 2013)</p> <p>MRWA will be commencing works at these areas to upgrade signage next year. (September 2013)</p> <p>Carry over to next year for comment once works are completed. (October 2013)</p> <p>Carried over to next year's budget. (20 November 2013)</p>
12	02/12	13.1	<p>Close Road no. 1644 from Mount Florence Homestead To Hamersley Homestead.</p> <p>Minute: 11111</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. In accordance with section 58 of the Land Administration Act 1997 publishes the public notice of intention to close road number 1644 as defined in the government gazette notice of April 1904, in a newspaper circulating in its district, and invite representations on the proposed closure within a period of 35 days from the publication. 2. That should no objections be received the council delegate to the Chief Executive Officer the power to resolve to make request to the Minister to close the road. 	<p>Notice of the proposed closure was advertised in the Pilbara Times – public notices on the 7 March 2012 and relevant information was placed on the SOA website. Public comment time closes 11 April 2012. (March 2012)</p>

#	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
					<p>Advertised in the Pilbara News. (April 2012)</p> <p>Final processes to be completed this month. (May 2012)</p> <p>At the final administrative process. (June 2012)</p> <p>Follow up letter sent. (January 2013)</p> <p>Contacted Minister's office via email – still in process. (February 2013)</p> <p>Minister response that this will be looked at after elections. (May 2013)</p> <p>State Lands have contacted Technical</p>

#	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
					<p>Services to inform this is now in process for closure. (September 2013)</p> <p>Still awaiting response. (October 2013)</p> <p>Email query of status report sent and still awaiting response. (20 November 2013)</p>
13	04/08	10.04.08	Relocation of Onslow landfill	<p>That Council:</p> <ol style="list-style-type: none"> 1. That the new Onslow landfill site be located adjacent to Onslow road, 17km from Onslow as identified as site 3 by the consultant, Sinclair Knight Mertz in its report titled 'Onslow landfill options' subject to environmental approvals being forthcoming. 2. That following relevant approvals being obtained for site 3, the site be used as the new Onslow landfill site. A further transfer station is established on the existing landfill site in eagle nest rd. following closure and rehabilitation of that site. 3. That funds amounting to \$100,000 be transferred from the urban road maintenance account no e121045 (spent to date \$135,000 from budget \$410,000) and that a new account be established to carry out further investigative works on site 3 prior to seeking approvals and final design. 	<p>EOI delayed but to occur in June 2011. (June 2011)</p> <p>EOI advertised and will close 22nd (July 2011)</p> <p>EOI received and being evaluated (August 2011)</p> <p>Opening discussions with chevron about joint use (Sept 2011)</p> <p>Discussions</p>

#	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
					<p>continuing, but need at Onslow is becoming increasingly urgent.(Oct 2011)</p> <p>Opened discussion with Landcorp and Chevron regarding a waste site in ANSIA. Contingency plans are being developed for a waste transfer station at Onslow. (November 2011)</p> <p>Discussions with Landcorp about long term plan continuing – and contingency plan being developed for a transfer station at Onslow – discussions held with potential operators (December 2011)</p> <p>Opportunity identified to secure up to three years at Onslow tip by refining final</p>

#	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
					<p>finished levels and copping strategies. It will involve a widening of the footprint into adjoining lands if approvals are obtained. (February 2012)</p> <p>Continuing. (March 2012) Further discussion with DSD and Chevron about securing a new tip site near ANSIA. (May 2012)</p> <p>A closure strategy for Onslow Tip has been prepared. Still working on the new tip location strategy. (June 2012)</p> <p>Original preferred site on Minderoo Station not to be pursued because of objections of land</p>

#	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
					<p>owner. New site options being assessed. Design of transfer station commenced. (March 2013)</p> <p>PIP application to Chevron for funding to identify new landfill site and prepare business plan has been finalised. PIP endorsed with confirmation from DSD to proceed to Stage 1 – Site Selection and Feasibility Study. Tender Documents prepared for internal review. (July 2013)</p> <p>Tender has now closed. Successful Tenderer documentation will be brought to the October Council Meeting.</p>

#	Council Meeting	Agenda Ref.	Report title	Council decision	Current status						
					(September 2013) Tender report to Council. (October 2013) As per item 4 – COMPLETED. (20 November 2013)						
#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status						
14	05/13	14.1	Tender Criteria For Request For Tender For Supply Of Onslow And Tom Price Camp Facilities Minute: 11529	That Council invite public tenders for the Supply of Onslow and Tom Price Camp Facilities for 3 year period plus an option for a further 2 years to be issued in accordance with the following evaluation criteria: <table border="1"> <tr> <td>Experience and Capacity to Meet Requirements Demonstrate the organisation has the skills, experience and capacity to provide the required services</td> <td>10%</td> </tr> <tr> <td>Ability to meet Specifications Organisation can supply the required goods / service and ability to meet the technical specifications</td> <td>20%</td> </tr> <tr> <td>Effective Service Provision The proposed service fully addresses all requirements and descriptions set out in the Specification</td> <td>10%</td> </tr> </table>	Experience and Capacity to Meet Requirements Demonstrate the organisation has the skills, experience and capacity to provide the required services	10%	Ability to meet Specifications Organisation can supply the required goods / service and ability to meet the technical specifications	20%	Effective Service Provision The proposed service fully addresses all requirements and descriptions set out in the Specification	10%	Tender under construction. (October 2013) Tender to be developed after camp review. Audit report currently being completed on the facility. (20 November 2013)
Experience and Capacity to Meet Requirements Demonstrate the organisation has the skills, experience and capacity to provide the required services	10%										
Ability to meet Specifications Organisation can supply the required goods / service and ability to meet the technical specifications	20%										
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#	Council Meeting	Agenda Ref.	Report title	Council decision	Current status				
				<table border="1"> <tr> <td data-bbox="846 443 1659 536">Price The proposed service is cost-effective and provides value for money</td> <td data-bbox="1659 443 1756 536">40%</td> </tr> <tr> <td data-bbox="846 536 1659 659">Delivery Timeframes Timeframe for the delivery of the proposed goods / service including addressing timing and delivery requirements specified in the Specification</td> <td data-bbox="1659 536 1756 659">20%</td> </tr> </table>	Price The proposed service is cost-effective and provides value for money	40%	Delivery Timeframes Timeframe for the delivery of the proposed goods / service including addressing timing and delivery requirements specified in the Specification	20%	
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15	04/13	14.1	<p>Rft 03/13 - Supply And Delivery Of Refuse Truck</p> <p>Minute: 11506</p>	<p>That Council:</p> <p>1. Approve the purchase of the Isuzu FVZ 1400 Refuse Truck and McDonald Johnston compactor in accordance as per Tender RFT 03/13 for \$369,754.00 (Inclusive of GST) from Major Motors.</p>	<p>Isuzu Refuse Truck has been ordered from Major Motors in accordance with the Council Decision. Expected delivery date is October 2013. (October 2013)</p> <p>Refuse truck delivered. Staff training to be undertaken prior to commencement of service. COMPLETED. (20 November 2013)</p>				

Planning Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
1	16/10	14.8	<p>Compliance With Planning Approval Conditions - Residential Building Lot 800 (Formally Lots 410, 411 & 412) Third Avenue, Onslow</p> <p>MINUTE: 11679</p>	<p>That Council:</p> <ol style="list-style-type: none"> Note the development of 'Macedon House' at Lot 800 Third Avenue, Onslow as addressed in the Agenda. Authorise the Shire President, Chief Executive Officer (CEO) and other staff deemed relevant by the CEO to meet with representatives from BHPB with a view to resolve the apparent non-compliance with the Planning Approval issued to CLE Town Planning (on behalf of BHPB) for a two level 16 bedroom, 'residential building' at Lots 410, 411 & 412 (now Lot 800) Third Avenue, Onslow. Request the CEO to report the results of the meeting back to Council at the earliest opportunity. 	<p>Correspondence sent in accordance with Council Resolution.</p> <p>A meeting has been arranged for 12 December 2013 (on site)</p>
2	16/10	14.7	<p>Modification To 'Local Planning Policy - Beadon Bay Village Concept Plan For Lots 557 & 563 Beadon Creek Road And Lots 555 & 556 Parsley Street, Onslow To Facilitate 12 'Key Worker' Accommodation Units -Final Approval</p> <p>MINUTE: 11664</p>	<p>That Council:</p> <ol style="list-style-type: none"> Note the contents of this Report and the lodgement of the application for planning approval for the 12 'key worker' accommodation units on Lot 555 Parsley Street Onslow (Planning Application No. 13-11). Subject to there being no submissions received during the 21 day advertising period opposing modified '<i>Local Planning Policy - 'Beadon Bay Village Concept Plan'</i>', that Council adopt the modified '<i>Local Planning Policy - 'Beadon Bay Village Concept Plan'</i>' ATTACHMENT 14.7B as a Local Planning Policy under the provisions of the Shire of Ashburton Local Planning Scheme No. 7 ('Scheme'). 	<p>Correspondence sent in accordance with Council Resolution.</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>3. Should submissions be received during the 21 day advertising period opposing the modified <i>'Local Planning Policy - 'Beadon Bay Village Concept Plan'</i>, the Chief Executive Officer be requested to prepare a further report on the matter if any adverse comments are received.</p> <p>4. Subject to the adoption of the modified <i>'Local Planning Policy - 'Beadon Bay Village Concept Plan'</i> in Resolutions 2 and 3 above, authorise the Chief Executive Officer to determine the application for planning approval for the 12 'key worker' accommodation units on Lot 555 Parsley Street Onslow (Planning Application No. 13-11 – ATTACHMENT 14.7C in accordance Delegation No. 035</p>	
3	16/10	14.6	<p>Planning Application - Change The Use Of Macedon Transient Workforce Accommodation Camp (Comprising 380 Rooms, Associated Facilities And Services) To Enable Sole Occupation By The Chevron Wheatstone Construction And Commissioning / Maintenance Workers At Lot 500 Onslow Road, Ashburton North</p> <p>MINUTE: 11678</p>	<p>That Council:</p> <p>1. Notes the 'scope' included as ATTACHMENT 14.6 prepared for the independent risk assessment that specifically addresses the reasonable risk of siting a 100% occupied Camp within the existing proximity of an operating Macedon Domestic Gas Plant.</p> <p>2. Extend the period of stay associated with the temporary approval for use of the Macedon Camp by Chevron Australia Pty Ltd ('Chevron') until 30 November 2013.</p> <p>3. Request the Chief Executive Officer to prepare a report for the 20 November 2013 Council meeting in relation to the Application for Planning Approval (20130270 (P)) lodged by Chevron for "change of use" of the Macedon transient workforce accommodation camp (comprising 380 rooms, associated facilities and services) to enable sole occupation by the Chevron Wheatstone construction and commissioning/maintenance workers at Lot 500 Onslow Road, Ashburton North.</p>	<p>Correspondence sent in accordance with Council Resolution.</p> <p>A further Report will be prepared for the Council meeting of 20 November 2013.</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
4	16/10	14.5	<p>Planning Application - Construction Of A Water Supply Pipeline On Reserve No's. 47957, 38264, 19291, 38336 Onslow Along With Ground And Elevated Water Tanks, Pump Station And Administration Buildings On Reserve No. 47957 Onslow</p> <p>MINUTE: 11664</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. APPROVES Planning Application for construction of a water supply pipeline on Reserve No's. 47957, 38264, 19291, 38336 Onslow along with ground and elevated water tanks, pump station and administration buildings on Reserve No. 47957, Onslow generally in accordance with the submitted plans and subject to the following conditions: <ol style="list-style-type: none"> 1. The development is to be generally carried out in accordance with the plans endorsed to this Planning Approval. 2. Prior to commencement of the development, a Construction Management Plan shall be prepared to the satisfaction of the responsible authority and endorsed to this Planning Approval. This plan is to address: <ol style="list-style-type: none"> a) noise; b) hours of construction; c) traffic management; d) parking management to allow operation of the existing commercial development; e) access management; f) management of loading and unloading of vehicles; g) heavy vehicle access; h) dust; i) protection of trees; and j) any other relevant matters. <p>The requirements of this plan are to be observed at all times during the construction process.</p>	<p>Planning Approval sent in accordance with Council Resolution.</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>Note</p> <ol style="list-style-type: none"> 1. Council has determined this application. Rights of appeal are also available to you under the Planning and Development Act 1928 (as amended) against the decision of Council, including any conditions associated with this decision. Any such appeal must be lodged within 28 days of the date of this decision to the State Administrative Tribunal (telephone 9219 3111 or 1300 306 017). 2. The Shire of Ashburton contains many places of Aboriginal Heritage significance. Applicants are advised to consider Aboriginal heritage issues and their obligations under the Aboriginal Heritage Act 1972 at an early stage of planning. Further information can be obtained from the Department of Indigenous Affairs on 9235 8000 or at the following website: http://www.dia.wa.gov.au/Heritage/default.aspx. 3. This Planning Approval does not remove any responsibility the Applicant may have in obtaining a vegetation clearing permit from the Department of Environment in accordance with the Environment Protection Act 1986. Further information can be obtained from the Department of Environment or at the following website: www.environment.wa.gov.au 4. This Planning Approval does not remove any responsibility the Applicant may have in notifying Environment Australia of the proposal for consideration of impacts in accordance with the Environmental Protection and Biodiversity Conservation Act 1999. Further information can be obtained from Environment Australia on (02) 6274 1111 or by visiting: http://www.deh.gov.au/epbc/assessmentsapprovals/index.html. 	

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
5	16/10	14.4	<p>Proposed Excision Of Portion Of Reserve 19291 For The Purpose Of Vessel Traffic Information System Tower, Seaview Drive, Onslow, Shire Of Ashburton</p> <p>MINUTE: 11664</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. In relation to the proposal to excise a 5625m2 from Reserve 19291 for the purpose of constructing a 'Vessel Traffic Information System' (VTIS) Tower (to a maximum height of 49m from natural ground level), the Chief Executive Officer to be requested to notify the Onslow community of the proposed excision and VTIS tower in the form of a public notice in the Pilbara Times on one (1) occasion and sign on site for a 21 day advertising period. 2. Should no submissions opposing both the excision and proposed VTIS tower (to a maximum height of 49m from natural ground level), be received after the closure of the 21 day advertising period, the Chief Executive Officer is authorised to advise the Department of Land (DoL) that subject to the DoL referring the proposal to Civil Aviation Services Authority for any necessary air safety assessment, no objection is offered to the proposed excision or the VTIS Tower. 3. Should any objections be received during the 21 day advertising period that the Chief Executive Officer to be requested refer the matter back to Council for consideration. 	<p>Correspondence sent in accordance with Council Resolution.</p> <p>Advertising to be carried out in accordance with Council resolution.</p>
	16/10	14.3	<p>Realignment Of Local Planning Policies By Including A Reference Number To Match The</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Realign the following Local Planning Policies by altering the reference number to match the Shire of Ashburton Integrated framework 	<p>Policies signed and placed on Shire Website.</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status																
			Shire Of Ashburton Integrated Framework Governance Policies Minute 11677	as Corporate Governance Policies: <table border="1"> <tr> <td>LPP21</td> <td>Local Planning Policy - Assessment of Applications Under Clause 6.10.4 and 6.10.5 Local Planning Scheme No.7</td> </tr> <tr> <td>LPP22</td> <td>Local Planning Policy - Assessment of Applications Under Clause 6.6.3 Local Planning Scheme No. 7</td> </tr> <tr> <td>LPP23</td> <td>Local Planning Policy - Assessment of Applications Under Clause 6.6.2 Local Planning Scheme No. 7</td> </tr> <tr> <td>LPP24</td> <td>Local Planning Policy - Consideration of Group Housing and Bedrooms</td> </tr> <tr> <td>LPP25</td> <td>Local Planning Policy - Onslow Coastal Hazard Area - Scheme Control Area</td> </tr> <tr> <td>LPP26</td> <td>Local Planning Policy - Onslow Interim Town Centre Design Guidelines</td> </tr> <tr> <td>LPP27</td> <td>Local Planning Policy - Interim Car Parking Provisions (Onslow)</td> </tr> <tr> <td>LPP28</td> <td>Local Planning Policy - Beadon Bay Village Concept Plan (Version 2)</td> </tr> </table>	LPP21	Local Planning Policy - Assessment of Applications Under Clause 6.10.4 and 6.10.5 Local Planning Scheme No.7	LPP22	Local Planning Policy - Assessment of Applications Under Clause 6.6.3 Local Planning Scheme No. 7	LPP23	Local Planning Policy - Assessment of Applications Under Clause 6.6.2 Local Planning Scheme No. 7	LPP24	Local Planning Policy - Consideration of Group Housing and Bedrooms	LPP25	Local Planning Policy - Onslow Coastal Hazard Area - Scheme Control Area	LPP26	Local Planning Policy - Onslow Interim Town Centre Design Guidelines	LPP27	Local Planning Policy - Interim Car Parking Provisions (Onslow)	LPP28	Local Planning Policy - Beadon Bay Village Concept Plan (Version 2)	
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6	16/10	14.2	Proposed Easement Over Portion Of Reserve 30686 Being Lot 644 On Deposited Plan 214895 And Reserve 25709 Being Lot 642 On Deposited Plan 214895, Onslow, Shire Of Ashburton Minute 11664	That Council: 1. In relation to the establishment of an easement for sewer main over portion of Reserve 30686 being Lot 644 on Deposited Plan 214895 and Reserve 25709 being Lot 642 on Deposited Plan 214895, Onslow, Shire of Ashburton, that subject to Water Corporation confirming that no Shire infrastructure is implicated or access is restricted by the proposed easement, no objection is offered to the request.	Correspondence sent in accordance with Council Resolution.																

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
7	16/10	14.1	Proposed Excision Of Portion Of Pastoral Lease 3114/1277, Lot 99 For Inclusion Into Adjoining Lease 1195323, Lot 9 - Tom Price Railway Road, Shire Of Ashburton Minute 11676	That Council: 1. In relation to the excision of portion of Pastoral Lease 3114/1277 (Lot 99 on Deposited Plan 238653) for inclusion into adjoining Crown Lease 1195323 (Lot 9 on Deposited Plan 47815), that subject to any necessary environmental assessment being carried out to the requirements of the Department of Environment Regulation, no objection is offered to the request.	Correspondence sent in accordance with Council Resolution.
8	18/9	14.4	Draft Scheme Amendment No. 24 - Revised Provisions In Clause 7.3 - Onslow Coastal Hazard Area Provision And New Appendix 11 - For Final Approval Minute 11630	That Council: 1. Pursuant to Part V of the Planning and Development Act 2005 ("Act"), and having considered the submissions lodged during the advertising period, adopt with modification for final approval, draft Amendment No. 24 ("draft Amendment") to Shire of Ashburton Town Planning Scheme No. 7 ("Scheme") as follows: 1. To replace and introduce a revised provision Clause 7.3 as follows: <i>"7.3 Onslow Coastal Hazard Area</i> <i>7.3.1 The Special Control Area applies to all land identified on the Scheme Map and as defined in Appendix 11.</i> <i>7.3.2 Applications for planning approval within the Special Control Area shall be assessed under Appendix 11 and all development shall conform to the requirements of Appendix 11.</i> <i>7.3.3 Applications for planning approval not in conformity with of Appendix 11 are prohibited."</i>	Amendment documentation prepared and referred to the WAPC/Minister for Planning for final Approval.

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>2. To replace and introduce a revised provision Clause 6.20.2 and Clause 6.20.3 as follows:</p> <p><i>“6.20.2 In areas not subject to Onslow Coastal Hazard Area and where the Local Government considers the form of development the subject of a planning application to be potentially incompatible with land prone to flood and storm surge events, it must be satisfied that approval of such planning applications has regard to flood and storm surge events and may approve, with or without conditions, or refuse proposals at its discretion.</i></p> <p><i>6.20.3 Prior to considering planning applications under Clause 6.20.2 the Local Government shall consult with the relevant agencies regarding the most up-to-date information available about potential flood and storm surge events as relevant to the land subject to particular applications for planning approval.”</i></p> <p>3. Introduce a new provision of Appendix 11 as follows: <i>“APPENDIX 11</i></p> <p><i>Purpose:</i></p> <ul style="list-style-type: none"> <i>• To ensure that all development within the Onslow Coastal Hazard Area is designed and developed with finished floor levels to reflect the direction of State Planning Policy 2.6 and State Planning Policy 3.4.</i> <p>1. <i>Land use definitions to be applied in this Appendix are those applicable to the predominant use of the specific proposal and</i></p>	

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p><i>not necessarily the various components of the overall land use.</i></p> <p><i>Note: For example, A dwelling may have sheds and a garage which can be approved at a minimum ground level of 2.5mAHD.</i></p> <p><i>2. For the purpose of Appendix 11, the following land use descriptions apply:</i></p> <p><i>i. 'Entertainment, recreation and culture' use means:</i></p> <ul style="list-style-type: none"> <i>• Clubrooms</i> <i>• Equestrian Centre</i> <i>• Private Recreation</i> <i>• Public Recreation</i> <p><i>ii. 'Commercial-strategic' use means:</i></p> <ul style="list-style-type: none"> <i>• Shop (greater than 150m2 GLA)</i> <p><i>iii. 'Commercial-non strategic' use means:</i></p> <ul style="list-style-type: none"> <i>• Caretaker's Dwelling</i> <i>• Display Home Centre</i> <i>• Entertainment Venue</i> <i>• Exhibition, Display and Outdoor Sales Facilities</i> <i>• Holiday Accommodation</i> <i>• Hotel</i> <i>• Market</i> <i>• Motel</i> <i>• Movable Dwelling</i> <i>• Motor Vehicle and/or Marine Repair</i> <i>• Motor Vehicle and/or Marine Sales & Hire</i> <i>• Motor Vehicle and/or Marine Service Station</i> 	

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<ul style="list-style-type: none"> • <i>Motor Vehicle and/or Marine Wrecking</i> • <i>Motor Vehicle Wash</i> • <i>Office</i> • <i>Outdoor Display</i> • <i>Reception Centre</i> • <i>Restaurant</i> • <i>Shop (less than 150m2 GLFA)</i> • <i>Showroom</i> • <i>Commerce continued</i> • <i>Take-away Food Outlet</i> • <i>Warehouse</i> • <i>Transient Workforce Accommodation</i> <p><i>'Health, welfare and community services-non strategic' use means:</i></p> <ul style="list-style-type: none"> • <i>Carpark</i> • <i>Childcare Service</i> • <i>Community Use</i> • <i>Consulting Rooms</i> • <i>Education Establishment</i> • <i>Funeral Parlour</i> • <i>Place of Animal Care</i> • <i>Place of Public Meeting, Assembly or Worship</i> <p><i>'Health, welfare and community services-strategic' use means:</i></p> <ul style="list-style-type: none"> • <i>Emergency Services</i> • <i>Hospital</i> • <i>Medical Centre</i> • <i>Nursing Home</i> • <i>Public Utility</i> 	

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>iv. 'Industry' means:</p> <ul style="list-style-type: none"> • Abattoir • Agriculture • Arts and Crafts Centre • Harbour and Marina Facilities • Hire Service (Industrial) • Home Business • Home Occupation • Industry - Extractive • Industry - General • Industry - Light • Industry - Resource Processing • Industry - Rural • Industry - Service • Infrastructure • Intensive Agriculture • Research Laboratory • Stockyard • Storage facility/depot/laydown area <p>v. 'Residential' means:</p> <ul style="list-style-type: none"> • Aged or Dependent Persons Dwelling • Grouped Dwelling • Multiple Dwelling • Residential Building • Single House • 'Temporary and/or transient' use means use and development that have a limited tenure and operation on land and may include: <ul style="list-style-type: none"> • caravan park; 	

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<ul style="list-style-type: none"> • <i>transient workforce accommodation on land zoned Tourist;</i> • <i>car park; and</i> • <i>ablutions; or</i> • <i>other use only where the local government resolves that the particular development or use is consistent with the purposes of Appendix 11.</i> <p>3. <i>Within the Onslow Coastal Hazard Area the following land use and development shall only be undertaken within the following finished floor levels to the satisfaction of the local government:</i></p> <ul style="list-style-type: none"> i. <i>All health, welfare and community services strategic use and development shall be at a minimum finished floor level of 6.4mAHD.</i> ii. <i>All commercial-strategic use and development shall be at a minimum finished floor level of 5.9mAHD.</i> iii. <i>Commercial-strategic use and development greater than 150m² (e.g. supermarket) shall be at a minimum finished floor level of 5.9mAHD unless storage either site is at 5.9mAHD or the applicant or landowner can secure an alternative site for storage at 5.9mAHD.</i> iv. <i>All residential use and development shall be at a minimum finished floor level of 5.9mAHD.</i> v. <i>All industry use and development shall be at a minimum finished floor level of 4.9mAHD.</i> vi. <i>All commercial-non strategic use and development shall be</i> 	

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p><i>at a minimum finished floor level of 4.9mAHD.</i></p> <p><i>vii. All health, welfare and community services-non strategic use and development shall be at a minimum finished floor level of 4.9mAHD.</i></p> <p><i>viii. Temporary and/or transient use and development may be approved at a minimum finished floor level of 4mAHD. Where planning approval is issued, the use and development shall not remain beyond 31 December 2040. All such approved uses shall be removed from the land by 31 December 2040.</i></p> <p><i>ix. Entertainment, recreation and culture use may be at a minimum finished floor level of 2.5mAHD.</i></p> <p><i>4. All land subject of a planning approval within the Onslow Coastal Hazard Area shall have minimum finished ground level of 2.5mAHD.</i></p> <p><i>5. Any filling of land within the Onslow Coastal Hazard Area shall require the consent of the local government. There is a presumption against filling to achieve a finished ground level higher than 2.5mAHD.</i></p> <p><i>6. A planning approval within the Onslow Coastal Hazard Area shall include a condition that a memorial is placed on title that clearly defines that the development on the land may be subject to storm surge and flooding.</i></p> <p><i>7. Notwithstanding any Clause of Appendix 11, where land is</i></p>	

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p><i>specifically included in an adopted Municipal Inventory of Heritage Places or State Heritage Register, the local government may approve an application for planning approval on land at a finished floor level less than that prescribed in Appendix 11 provided any:</i></p> <ul style="list-style-type: none"> <i>i. such approval in keeping with the historic nature of the existing buildings; and</i> <i>ii. planning approval includes a memorial is on title as required in Clause 6.</i> <p><i>8. Notwithstanding Clause 3. of Appendix 11, upon application for planning approval to the local government for land either specifically referred to in a:</i></p> <ul style="list-style-type: none"> <i>i. commercial-non strategic use and development; or</i> <i>ii. industry use and development; or</i> <i>iii. health, welfare and community services-non strategic;</i> <p><i>may be considered by the local government at the minimum finished floor level described in the plan attached to Appendix 11 where:</i></p> <ul style="list-style-type: none"> <i>i. the application includes a strategy and management measures to:</i> <ul style="list-style-type: none"> <i>a) ensure that any storage, warehousing, electrical fittings/switchboards (but not including electrical power-points) are provided above 5.9mAHD;</i> <i>b) address how an approved use can be removed or adapted as the case may be by the date referred to in ii) below;</i> 	

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p><i>ii. an approved use is removed or adapted as the case may be from the land as follows:</i></p> <p><i>a) where the finished floor level is between 4.0m - 4.8m AHD, the development shall be removed by 31 December 2040; and</i></p> <p><i>b) where the finished floor level is between 4.9m - 5.8m AHD, the development shall be removed or adapted by 31 December 2060.</i></p> <p><i>9. Where a planning approval is issued under Clause 7. of Appendix 11 or where a temporary and/or transient use and development is approved, the local government shall not support subdivision unless it is an amalgamation of land."</i></p> <p>4. To modify the Scheme Maps reflecting a modified <i>Onslow Coastal Hazard Area – Special Control Area</i> (as provided in ATTACHMENT 14.4A and ATTACHMENT 14.4B)</p> <p>2. That the Council endorses the Schedule of Submissions (ATTACHMENT 14.4C) prepared in response to the community consultation undertaken in relation to Amendment No. 24.</p> <p>3. Authorise the Shire President and the Chief Executive Officer to execute the relevant documentation and affix the common seal of the Shire of Ashburton on documentation.</p> <p>4. That the Council refer Amendment No. 24 to the Scheme, so adopted for final approval, to the Western Australian Planning Commission</p>	

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>with a request for the approval of the Hon. Minister for Planning.</p> <p>5. That, where notification is received from the Western Australian Planning Commission that a modification of the Amendment is required prior to approval of the Amendment by the Minister, this modification is to be undertaken in accordance with the requirements of the Town Planning Regulations 1967, unless the modification affects the intent of the Amendment, in which case it shall be referred to the Council for consideration.</p>	
9	18/9	14.2	<p>Revised Request From The Water Corporation To Initiate An Amendment To The Shire Of Ashburton Local Planning Scheme No. 7 To Provide For A 'Waste Water Buffer' And Change Of Scheme Reserve</p> <p>Minute 11630</p>	<p>That Council:</p> <p>Resolves as follows –</p> <p>1. Pursuant to Part V of the Planning and Development Act 2005, initiates Amendment 26 to the Shire of Ashburton Local Planning Scheme No. 7 ('Scheme') for the purpose of:</p> <p>i) Inserting new sub-section 7.10 to read as follows:</p> <p><i>"7.10 Waste Water Treatment Plant Odour Buffer Special Control Area</i></p> <p><i>7.10.1 The purpose of identifying the Waste Water Treatment Plant Odour Buffer is to avoid incompatible or odour-sensitive land use or development being established within the odour buffer, and to protect the long term operation of the plant which provides an essential service to the community through the treatment, re-use and safe disposal of the town's waste water.</i></p>	<p>Correspondence prepared, signed and sent to Water Corp. Awaiting documentation to refer to EPA.</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>7.10.2 <i>Despite the land use permissibility indicated in the Scheme Zoning Table or any provisions elsewhere in the Scheme, Planning Approval is required for any proposed use or development within the Waste Water Treatment Plant Buffer Special Control Area as depicted on the Scheme Map.</i></p> <p>7.10.3 <i>The Waste Water Treatment Plant and its associated infrastructure may create odour and/or noise nuisance to surrounding land uses. Therefore, when determining applications for planning approval for development or land use within the Special Control Area, the Council shall:</i></p> <ul style="list-style-type: none"> <i>• Consider the compatibility of the use or development with wastewater treatment plant infrastructure having regard to potential odour and noise emissions from the waste water treatment plant;</i> <i>• Consider whether the use or development would have a detrimental impact on the long term operation of the waste water treatment plant;</i> <i>• Obtain and have regard to the advice and recommendations of the Water Corporation and the Department of Environment Regulation and any relevant policies of the Department of Environment Regulation and the Western Australian Planning Commission, including State Planning Policy 4.1 (State Industrial Buffer Policy);</i> 	

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<ul style="list-style-type: none"> • <i>Impose conditions as appropriate on any planning approval to attenuate odour and noise impacts; and</i> • <i>Not approve any application for land use or development within the buffer that would suffer unacceptable impacts from odour or noise emissions, or which by its nature may adversely impact on the continued operation of the waste water treatment plant."</i> <p>ii) Inserting new reference of <i>Waste Water Treatment Plant Odour Buffer Special Control Area</i> in the Scheme Map Legend (under 'Other') and defined by a dark blue dotted line</p> <p>iii) Modify the Scheme Map to insert the <i>Waste Water Treatment Plant Odour Buffer Special Control Area</i> for the Onslow Waste Water Treatment Plant as provided in the Shire Administration Report;</p> <p>iv) Reserve the Onslow Waste Water Treatment Plant on Reserve 47957 under the Scheme from "<i>Conservation, Recreation and Natural Landscapes</i>" reserve to a reserve for "<i>Public Purposes – WD (Water and Drainage) & WDT (Waste Disposal and Treatment).</i>"</p> <p>v) Amend the Scheme Map accordingly.</p> <p>2. That upon preparation of the necessary documentation, Amendment 26 be referred to the Environmental Protection Authority (EPA) for consideration, and on receipt of advice from the EPA indicating that</p>	

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				the amendment is not subject to an environmental review, it be advertised for a period of 42 days, in accordance with the Town Planning Regulations 1967. In the event that the EPA advises that the draft Amendment is to be subject to an environmental review, this review is to be prepared by the proponent prior to advertising.	
10	05/13	13.6	Draft Wheatstone Fly In Fly Out Operations Village Detailed Area Plan - Council Consideration For Additional Information And Advertising Minute: 11526	That Council: 1. Note the draft Detailed Area Plan (DAP) lodged by Chevron Australia Pty Ltd (Chevron) to guide the development of the Fly-in Fly-out (FIFO) Operations Village in Onslow, for the Wheatstone project as provided in ATTACHMENT 13.6. 2. Advise Chevron that prior to advertising the draft DAP, Council requires the following modifications and inclusion as 'conditions' on the actual DAP to the satisfaction of the Acting Chief Executive Officer: <ul style="list-style-type: none"> • Ensuring that at least 25% of Chevron's operational workers reside independently in Onslow and define the actual number of staff to be accommodated at the Operations Village. • Define the schedule as to when accommodation for the 25% operational staff will reside independently to the Village. • Clarify the need for 9 ha of land for the village and why it necessitates such a significant proportion of land for recreational purposes when such facilities (such as 25m pool) are unavailable to the community of Onslow. • Confirm that operation of the Village will only commence 	Chevron advised of Council's resolution. Council will be advised of the Chevron's response.

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>when the new access Road is built and connected to Onslow Road.</p> <ul style="list-style-type: none"> • Define maximum noise levels from the 'services and utilities' area of the Village to the future residential development to the north. • Limit access points/crossovers to the new Onslow Road to maximum of two crossovers. • Define temporary construction access that does not involve the use of 'residential' road within Onslow. <p>3. Advise Chevron that it is suggested that to be advertised the draft DAP be modified to address matters associated with the development and operation of the Village such as:</p> <ul style="list-style-type: none"> • Liveable Neighbourhoods and Element R19 (gated communities). • Reasonable means to ensure that the operation of the Village will integrate with the community of Onslow. • Amending the SIS to correctly identify the ratio of FIFO village residents and independent Chevron residents. <p>4. Once the modifications required in 2. above have been undertaken to the satisfaction of the Acting Chief Executive officer advertise the draft DAP for a minimum of 21 days and refer back to Council for determination.</p>	

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				5. Based on the correspondence received from Chevron Pty Ltd (ATTACHMENT 13.6A) and the representation to Council by the Team Leader, Government Approvals Technical Services, Wheatstone Project that Council provide Chevron Pty Ltd the opportunity to submit the modifications required in 2. above 'without prejudice' and include correspondence that defines the company's view on the matter in the community consultation to be undertaken in 4. above.	
11	12/12	13.1	Paraburdoo Light Industrial Area Accommodation MINUTE: 11377	That Council: 1. Note the outcomes of the inspection carried out on 20 November 2012 by Shire Staff as provided for in ATTACHMENT 13.1. 2. Request the Acting Chief Executive Officer to: i. Write to those land owners (including State Lands) that the inspection referred to in 1. above revealed had unauthorised accommodation on their land and advising that the accommodation be either removed or modified such that it is not available for accommodation purposes (within three (3) months and advising potential penalties for not complying); ii. Undertake a further inspection to address compliance; iii. Provide a further report to Council with respect initiating legal action against those owners that have not sought to achieve compliance. iv. Write to Rio Tinto and the Minister for Lands to determine whether land can be made available for operators at the Paraburdoo light industrial area for accommodation.	Correspondence prepared and sent to all owners in the LIA (a copy of correspondence has been sent to all Councillors)

Development Assessment Panel Decisions (Pilbara Joint Development Assessment Panel)

No application were referred to the October 2013 Pilbara Joint Development Assessment Panel

Scheme Amendments Status

Amendment No.	Site or Issue	Initiation Date of Amendment by Council	Proposal	Current status
1	Lot 300 Boonderoo Road, Tom Price	18 March, 2008	Rezoning from 'Parks, Recreation and Drainage' Reserve to 'Mixed Business' zone	Gazetted 16 July, 2010
2	Modification to Transient Workforce Accommodation provisions of Scheme	Not Initiated – 18 March 2008, Council resolved: “That Council requests further information for the options of transient workforce accommodation before making a decision.	Modification to Scheme to reflect the Local Planning Policy – Transient Workforce Accommodation	No further action undertaken by Council.
3	The zoning table modification	16 December, 2008	The zoning table be modified as follows: (a) Identifying 'Aged or Dependent Persons Dwelling' as a 'D' use class in the 'Community' zone.	Gazetted 1 November, 2009
4	Lot 854 Court Street, Tom Price, Lots 1049 and 1050 Gungarri Circuit and Lot 1053 Ceron Street, Tom Price.	16 September, 2008	Lot 854 Court Street, Tom Price rezoned from 'Parks, Recreation and Drainage' to 'Community zone' with Lots 1049 and 1050 Gungarri Circuit and Lot 1053 Ceron Street, Tom Price rezoned from 'Parks, Recreation and Drainage' to Residential R20.	Gazetted 1 December, 2009

Amendment No.	Site or Issue	Initiation Date of Amendment by Council	Proposal	Current status
5	Lot 327 Warara Street, Tom Price Lots 3010 to 3015 (inclusive) and Lot 3017 (Central Avenue and Jacaranda Drive)	19 May 2009	Rezoning Lot 854 Court Street/Central Road, Tom Price from 'Parks, Recreation and Drainage' reserve to 'Community' zone; and Rezoning Lots 1049 & 1050 Gungarri Circuit and Lot 1053 Ceron Street, Tom Price from 'Parks, Recreation and Drainage' reserve to 'Residential' zone with a Residential Planning Codes density zoning of R20; and Amending the Scheme Maps accordingly.	Gazetted 13 April, 2010
6	Modification to CI 6.11.4 (Mixed Business, Industry or Industrial/Mixed Business Development Zones which are below 2 000 m2)	19 July 2009	<p>Modifying Clause 6.11.4 of the Scheme to read as follows:</p> <p><i>“Local Government, in considering applications for subdivision/ amalgamation of land shall not recommend approval of lots in the Mixed Business, Industry or Industrial/Mixed Business Development Zones which are below 2 000 m2 or include battleaxe access legs unless the subdivision/ amalgamation proposes connection to reticulated sewer, water, power and drainage and is land included in an approved Development Plan pursuant to Clause 6.4 of the Scheme”</i></p> <p>.</p>	Gazetted 22 June, 2010

Amendment No.	Site or Issue	Initiation Date of Amendment by Council	Proposal	Current status
7	Rezone Lot 603, 604 and 606 Rocklea Road Paraburdoo to Residential R50	17 November 2010	Rezone Lot 603, 604 and 606 Rocklea Road Paraburdoo to Residential R50	Gazetted 15 February 2012
8	Zoning Table modification	17 November, 2009	Modify the Zoning Table to make 'transient workforce accommodation' an 'X' use in the Strategic Industry zone	Gazetted 15 February 2012
9	Amendment to establish a 'Special Control Area' for the ANSIA.	15 December, 2009	Amendment to establish a 'Special Control Area' for the Ashburton North SIA.	Gazetted 21 December, 2010
10	Rezone portion of Part Lot 152 and Part Lot 153 Onslow Road, to 'Strategic Industry' zone, 'Other Purposes – Infrastructure' reserve and 'Special Use – Transient Workforce Accommodation' zone.	15 December 2010	Rezone portion of Part Lot 152 and Part Lot 153 Onslow Road, to 'Strategic Industry' zone, 'Other Purposes – Infrastructure' reserve and 'Special Use – Transient Workforce Accommodation' zone.	Gazetted 22 November 2011
11	Rezone Part Location 303, Onslow Road, Onslow from 'Strategic Industrial zone to 'Rural' zone.	15 December 2010	Rezone Part Location 303, Onslow Road, Onslow from 'Strategic Industrial zone to 'Rural' zone.	Gazetted 9 January 2012

Amendment No.	Site or Issue	Initiation Date of Amendment by Council	Proposal	Current status
12	Amend Clause 6.6 of the Scheme for Tom Price and Paraburdoo.	18 August 2010	Amend Clause 6.6 of the Scheme for Tom Price and Paraburdoo.	Gazetted 15 February 2012
13	Amend Clause 6.6 of the Scheme for Onslow (R12.5 sites).	22 September 2010	Amend Clause 6.6 of the Scheme for Onslow/Amend to R20.	Gazetted 24 April 2013
14	Amend the Scheme to allow Transient Workforce Accommodation an 'A' use in the Commercial and Civic Zone.	16 February 2011	Amend the Scheme to allow Transient Workforce Accommodation an 'A' use in the Commercial and Civic Zone.	Gazetted 24 April 2013
15	Rezone certain portions of Lot 16 on Deposited Plan 161140, Onslow Road, Onslow (Onslow Airport) to 'Mixed Business' Zone. (Stage 1)	16 March 2011	Rezone certain portions of Lot 16 on Deposited Plan 161140, Onslow Road, Onslow (Onslow Airport) from Public Purposes 'Airport' Reserve to 'Mixed Business' Zone. (Stage 1)	Documentation prepared and referred to the EPA. If no objection, AM15 will be advertised for 42 days and referred back to Council.
16	Rezone certain portions of Lot 16 on Deposited Plan 161140, Onslow Road, Onslow (Onslow Airport) to 'Mixed Business' Zone. (Stage 2)	16 March 2011	Rezone certain portions of Lot 16 on Deposited Plan 161140, Onslow Road, Onslow (Onslow Airport) from Public Purposes 'Airport' Reserve to 'Mixed Business' Zone. (Stage 2)	Documentation currently being prepared.

Amendment No.	Site or Issue	Initiation Date of Amendment by Council	Proposal	Current status
17	Rezone Part Location 303, Onslow Road, Onslow from 'Rural' zone to 'Strategic Industrial zone to and 'Special Use – Transient Workforce Accommodation' zone.	14 December 2011	Rezone Part Location 303, Onslow Road, Onslow from 'from 'Rural' zone to 'Strategic Industrial zone to and 'Special Use – Transient Workforce Accommodation' zone.	Scheme documents prepared and referred to WAPC/Minister for Planning for Approval
18	Rezone Part Location 303, Onslow Road, Onslow from 'Rural' zone to Industrial zone.	14 December 2011	Rezone Part Location 303, Onslow Road, Onslow from 'Rural' zone to Industrial zone.	Minister for Planning for issues modified approval of Am18. Awaiting Gazettal
19	Various lots/reserves in Onslow townsite	14 December 2012	Rezone various lots/reserves in the Onslow Townsite to residential zone with either R codings of R12.5/30 or R20	Gazetted 11 September 2012
20	Rezoning of Lot 50 Nameless Valley Drive, Tom Price from 'Rural Living' zone to Special Use – transport depot'	15 February 2012	Rezoning of Lot 50 Nameless Valley Drive, Tom Price from 'Rural Living' zone to Special Use – transport depot.	Scheme documents prepared and referred to WAPC/Minister for Planning for Approval
21	Draft Amendment 21 comprises parcels of land including land referred to a '„horse lots' fronting on to Onslow Road.	14 December 2012	Parcels of land including land referred to a '„horse lots' fronting on to Onslow Road. The Amendment seeks to have land zoned 'Urban Development' without a prescribed density coding, for the intended use as future urban development.	Document prepared by proponent and forwarded to EPA for assessment.

Amendment No.	Site or Issue	Initiation Date of Amendment by Council	Proposal	Current status
	<p>The Amendment seeks to have land zoned 'Urban Development' without a prescribed density coding, for the intended use as future urban development. The density of subdivision and development is reflected in draft Development Plan.</p>		<p>The density of subdivision and development is reflected in the draft Development Plan</p>	
22	<p>Draft Amendment 22 comprises lots and parcels currently zoned „Urban Development“ within the current Onslow Townsite.</p> <p>The Amendment seeks to remove the prescribed density coding and have it reflected in the draft Development Plan.</p> <p>Modifications to the Scheme are considered necessary to ensure that the density provisions of a development plan can be implemented.</p>	14 December 2012	<p>Comprises lots and parcels currently zoned „Urban Development“ within the current Onslow Townsite. The Amendment seeks to remove the prescribed density coding and have it reflected in the draft Development Plan. Modifications to the Scheme are considered necessary to ensure that the density provisions of a development plan can be implemented.</p> <p>The draft Amendment addresses potential noise impacts from Onslow Salt on subdivisions and development in the form of a new 'Special Control Area' provision.</p>	<p>Document prepared by proponent and forwarded to EPA for assessment.</p>

Amendment No.	Site or Issue	Initiation Date of Amendment by Council	Proposal	Current status
	The draft Amendment addresses potential noise impacts from Onslow Salt on subdivisions and development in the form of a new 'Special Control Area' provision.			
23	New Provision in the Shire of Ashburton Local Planning Scheme No. 7 – Clause Height of Buildings in the 'Commercial and Civic' Zone, Onslow	21 March 2012	New Provision in the Shire of Ashburton Local Planning Scheme No. 7 – Clause Height of Buildings in the 'Commercial and Civic' Zone, Onslow.	Documentation currently being prepared.
24	New Provision in the Shire of Ashburton Local Planning Scheme No. 7 – floor heights in Onslow Coastal Hazard Area	16 May 2012	New Provision in the Shire of Ashburton Local Planning Scheme No. 7 – floor heights in Onslow Coastal Hazard Area	Referred to Minister for Planning requesting extension of time.
25	Revised in the Shire of Ashburton Local Planning Scheme No. 7 – Onslow Aerodrome Environs Area Special Control Area'	19 September 2012	Revised in the Shire of Ashburton Local Planning Scheme No. 7 – Onslow Aerodrome Environs Area Special Control Area'	Documentation currently being prepared.

Amendment No.	Site or Issue	Initiation Date of Amendment by Council	Proposal	Current status
26	Request from the Water Corporation to initiate an Amendment to the Scheme to provide for a 'Waste Water Buffer' and change of Scheme Reserve	Considered at the October 2013 Council meeting and awaiting Scheme documents to refer to EPA.	Request from the Water Corporation to initiate an Amendment to the Scheme to provide for a 'Waste Water Buffer' and change of Scheme Reserve	Considered at the October 2013 Council meeting and awaiting Scheme documents to refer to EPA.

Community Development Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status		
1	16/10	18.2	<p>Confidential Item - Proposed Transfer And Change Of Licence Agreement Over Bodyline Gymnasium Tom Price - Portion Of Reserve R40835</p> <p>Minute 11685</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Delegates authority to the Chief Executive Officer to negotiate a lease and then to advertise the proposed disposition of a council building for public comment as required by Section 3.58 of the Local Government Act 1985, with any objections being referred back to Council for its consideration. 2. If there are no objections received from the advertising period, authorise the Shire President and Chief Executive Officer to affix the common seal of the Shire of Ashburton to the Commercial Lease agreement. 3. Reconsiders this matter if an agreed lease fee cannot be negotiated. 	Being progressed by the CEO (October 2013)		
2	16/10	11.2	<p>Lease Premises By Tender - Vic Hayton Memorial Swimming Pool Kiosk, Tom Price</p> <p>Minute 11665</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Approve the proposal to tender the lease for the Vic Hayton Memorial Swimming Pool Kiosk located on Willow Road, Tom Price with the criteria to be assessed using the following scale: <table style="margin-left: 20px; border: none;"> <tr> <td style="padding-left: 20px;">a) Proposed rental payment (monthly in advance)</td> <td style="text-align: right; padding-left: 20px;">30%</td> </tr> </table> 	a) Proposed rental payment (monthly in advance)	30%	In progress (October 2013)
a) Proposed rental payment (monthly in advance)	30%						

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				b) Proposed opening hours 40% c) Statement of Community and Pool Patron Benefit 30% 2. Remove the general fees and charges for the kiosk from the 2013/14 Schedule of Fees & Charges should a successful tenant be appointed to lease the Vic Hayton Memorial Swimming Pool Kiosk.	
3	18/9	11.2	Proposed Transfer And Change Of Licence/Lease Over Bodyline Gymnasium Tom Price, Portion Of Reserve R40835 To A Commercial Lease Minute 11636	That Council refer this matter to administration to be reviewed and brought back to Council	New agenda item to go to October Council meeting (September 2013) Please see Minute 11685 above
4	08/13	11.1	Response To Petition Presented 17 July 2013 MINUTE: 11599	That Council: 1. Accepts the petition presented at the Ordinary Meeting of Council 17 July 2013, requesting the installation of CCTV cameras in the Tom Price Mall. 2. Inform the Petitioners by way of press release the installation of the CCTV will be installed during 2013/2014.	No further update (October 2013) Press release not yet completed, but regular meetings are being held with the shop keepers (September 2013) Meeting was held with the shop keepers in the Tom Price Mall in August 2013 to discuss and inform them of the situation. Press release to be developed and released September 2013 (August 2013)
5	08/13	11.3	Licence Agreements For Clem	That Council:	License agreements

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
			Thompson Sports Pavilion MINUTE: 11602	<ol style="list-style-type: none"> 1. Accepts the attached Licence Agreements for: <ol style="list-style-type: none"> a) Tigers Football, Crushers Cricket & United Softball for a period of 1 year over Club Room 1 in the Clem Thompson Sports Pavilion for a fee of \$1000.00 per annum. b) Towns Football & Towns Cricket for a period of 1 year over Club Room 2 in the Clem Thompson Sports Pavilion for a fee of \$1000.00 per annum. c) Panthers Football & Tom Price Touch Association for a period of 1 year over Club Room 4 in the Clem Thompson Sports Pavilion for a fee of \$1000.00 per annum. d) Jarndunmunha Nameless Festival Committee for a period of 1 year over Equipment Store Room 1 in the Clem Thompson Sports Pavilion for a fee of \$680.00 per annum. e) Scorchers Cricket for a period of 1 year over Equipment Store Room 3 in the Clem Thompson Sports Pavilion for a fee of \$210.00 per annum. f) Rebels Cricket for a period of 1 year over Equipment Store Room 4 in the Clem Thompson Sports Pavilion for a fee of \$210.00 per annum. 2. Authorise the Shire President and Acting Chief Executive Officer to affix the common seal of the Shire of Ashburton to the licence agreements as per ATTACHMENT 11.3B. 	<p>finalized (October 2013))</p> <p>COMPLETED</p> <p>License agreements signed by Clubs. Waiting for Common Seal (September 2013)</p> <p>License agreements are currently being signed by the individual Clubs before coming back to the A/CEO and Shire President to have the Common Seal applied (August 2013)</p>
6	08/13	11.5	Naming Of Playground In Reserve 43565, Playing Fields In Reserve	That Council:	In Progress (October 2013)

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
			39572 And Paraburdoo Swimming Pool MINUTE: 11604	<ol style="list-style-type: none"> 1. Conduct community consultation in Paraburdoo to formally seek the opinion of local community on formally naming: <ol style="list-style-type: none"> 1.1. The playground area in Reserve 43565, commonly referred to as 'Meeka Park' as 'Train Park' 1.2. The playing fields in Reserve 39572, commonly referred to as 'Top Oval' as 'Judy Woodvine Oval' 1.3. The swimming pool the 'Quentin Broad Swimming Pool'. 2. That, following community consultation the matter be referred back to Council at the Ordinary Meeting of Council to be held in November 2013 for determination prior to making a submission to the Geographic Names Committee. 	<p>Consultation completed. Overwhelming support for the renaming as suggested. Matter has been forwarded to Landgate for progression (September 2013)</p> <p>Community Consultation to be conducted early September (August 2013)</p>
7	08/13	17.6	New Business Of An Urgent Nature - Request To Reduce Bond For Onslow Supermarket MINUTE: 11628	That Council waive the requested bond of \$42,000 from the Onslow Supermarket for its temporary relocation to the Onslow MPC, and instead hold the \$10,000 bond already received as the full bond for the period of temporary hire, subject to written confirmation that the insurers of the Onslow Supermarket will fully cover any damage upon vacating the premises.	<p>Supermarket has now vacated the premises. Final inspection and remedial work being undertaken (October 2013)</p> <p>Email received from Insurance company (September 2013)</p> <p>Waiting to hear back from insurance company (August 2013)</p>
8	06/13	15.1	Lease For VSwans Over Lot 302	That Council:	Multiple correspondences

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
			Onslow Road, Onslow Minute: 11562	<ol style="list-style-type: none"> 1. Accepts the Lease agreement, for a maximum of 3 years with a 2 year option, for a fee of \$550.00 per annum (subject to increases by the State Land Services) for VSwans over Reserve 22611 (Lot 302 Second Avenue, Onslow) as per ATTACHMENT 15.1B. 2. Authorise the Commissioner and the A/Chief Executive Officer to affix the common seal of the Shire of Ashburton to the documentation. 3. Direct the A/Chief Executive Officer to forward the lease to the Minister for Regional Development and Lands for final approval. 	<p>with RDL but still no confirmation on this matter (September 2013)</p> <p>No further update from RDL (August 2013)</p> <p>Signed Lease has been received and forwarded to the Minister for Regional Development and Lands on 24 June 2013. To date the lease has not been received back by the Shire (July 0213)</p> <p>Lease has been signed by the Commissioner and A/CEO and sent to VSwans for signing. Once received back it will need to be forwarded to the Minister for final approval (June 2013)</p>
9	03/13	15.1	Reallocation Of Funds To Audit Playgrounds And Undertake Playground Upgrades Minute: 11467	<p>That Council:</p> <ol style="list-style-type: none"> 1. Reallocates \$20,000.00 from GL Code: CO53 (Softfall Onslow Playgrounds) to GL Code: 100123 (Consultants) for a professional playground audit on all Shire playgrounds to be conducted. 	Report yet to go to council, planning to do so before the end of year but unexpected staff illness has delayed this (October

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>2. Following the completed Audit a prioritised plan detailing repairs and/or replacements required to ensure all Shire playgrounds meet appropriate Australian Standards, be presented to Council for endorsement.</p>	<p>2013)</p> <p>Audit completed by Exceed Consultants. Report to go to Council later this year (September 2013)</p> <p>Ongoing correspondence with PlayRight has failed to secure a date for the safety audit. After discussion with the A/CEO the Purchase Order for PPlayRight has been cancelled and another company - Exceed Consultants - engaged to undertake the work. Audit is expected in September 2013 (August 2013)</p> <p>Recent correspondence with Playright indicates they are still planning to conduct the audit in September 2013 (July 2013)</p> <p>Further correspondence form Playright indicates they will not in fact be able</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>to undertake our audit until around Sept 2013. (June 2013). Monies have been allocated in the 13/14 budget to enable both the audit and initial upgrades to be undertaken.</p> <p>Playright have indicated they will not be able to undertake the audit until June/July. Funding has been requested in the 13/14 and 14/15 budgets to upgrade playgrounds once the audit s completed (May 2013)</p> <p>Transfer of funds to Consultants budget completed. Final quote received. PO raised. Negotiating start date (April 2013)</p> <p>Request made to finance to transfer funds. (March 2013)</p>
10	03/13	15.2	Lease For Onslow Rodeo Club	That Council accepts the attached Lease Agreement ATTACHMENT 15.2, for a maximum of 3 years, renewable in 6	No further update (October 2013)

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
			Minute: 11468	monthly increments, and a fee of \$500 per annum (subject to CPI increases) for the Onslow Rodeo Club over Reserve 38264 (Lot 87 Onslow Road, Onslow).	<p>Following up on items from meeting (September 2013)</p> <p>Meeting held with the Rodeo Club on 20 August 2013 and lease terms agreed to. In progress (August 2013)</p> <p>A meeting is being organised with the Rodeo Club in August to progress this. (July 2013)</p> <p>A letter was received from the Rodeo Club on 3 June stating the draft lease was total unacceptable and requesting a new lease be drafted. The matter is being progressed by the A/CEO, Exec Manager and Principal Planning Officer (June 2013).</p> <p>Rodeo Club are waiting on legal advice before proceeding with this matter. It is important to note that</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>the Rodeo Club had already occupied the Stables grounds some time ago without having a legal lease. The Shire is aware of this and has requested they complete these procedures ASAP as they are there illegally (May 2013)</p> <p>Rodeo Club have not returned lease – they have it on the agenda for discussion at their committee meeting in early May (April 2013)</p> <p>Lease sent to Rodeo Club for sign off (March 2013)</p>
11	03/13	15.3	Clem Thompson Oval Redevelopment Minute: 11469	That Council: 1. Approves the attached Concept Plans as per ATTACHMENT 15.3 for the redevelopment of the Clem Thompson Oval.	<p>Oval expected to e ready for community groups Nov 8th 2013 (October 2013)</p> <p>Progressing well - will need to go to tender for the scoreboard as cost is greater than anticipated but rest of the project on track (September 2013)</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>Oval and Pavillion progressing well. Practical completion of the Pavillion has already occurred, but a slight delay with a component of the light towers has put the anticipated opening date back to mid October 2013 (August 2013).</p> <p>Work on both the Pavilion and Oval is progressing to schedule and budget, although there has been a slight delay with sourcing a component of the lighting towers (which needs to come from China). Anticipated completion date is late September 2013 (July 2013)</p> <p>Earthcare have mobilised to the site and work is progressing to schedule (June 2013)</p> <p>EarthCare have been</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>appointed as successful tenderer. An onsite meeting will be held late May with construction expected to commence early June (May 2013)</p> <p>Tenders have been called for construction of the Oval development. Close 29 April 2013 (April 2013)</p> <p>Plans accepted by Council. Planning for redevelopment now underway (March 2013)</p>
12	11/12	15.3	Community Bus Tom Price Minute: 11360	That Council direct the CEO to present a further report on Community Bus for Tom Price to a Council meeting by March 2013.	<p>Being investigated with a view to returning to Council before the end of year (October 2013)</p> <p>No further update. Waiting for Councillor Fernandez to return to see if she wishes to progress this (Dec 2012)</p> <p>Item to go back before Council in March 2013 (Nov 2012)</p>
13	10/12	18.2	ANZAC Memorial Park -	That Council:	Community consultation for

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
			Paraburdoo Minute: 11335	<ol style="list-style-type: none"> 1. Support in principle the upgrading of the current Anzac Park facilities in Paraburdoo to include a statue or monument. 2. Direct the CEO, to conduct public consultation with the residents of Paraburdoo to determine what monument or otherwise would be appropriate for their Anzac Park. 3. Authorize the CEO, to investigation funding grants available for Anzac Park upgrades. 4. Direct the CEO to report back to Council once this has been done with some draft plans and ideas of what can be constructed in Memorial Park, Anzac Place in Paraburdoo. 	<p>the designs for the Tom Price Entry Statement, Paraburdoo Entry Statement and Paraburdoo Memorial (ANZAC) Park will be conducted in August/September 2013. These designs, together with the Onslow design that has already had community consultation in 2012, will be presented to Council in November for approval. (July 2013)</p> <p>Due to other commitments Smith Sculptors will be attending the August 2013 Council meeting to present their designs to Council. They will conduct community consultation in Tom Price and Paraburdoo prior to the meeting (June 2013)</p> <p>Smith Sculptors will be conducting community consultation and presenting to the Councillors at the July Council meeting (May</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>2013)</p> <p>No further update (April 2013)</p> <p>Concept plans underway. To be presented to Council in June (March 2013)</p> <p>No further update (Dec 2012)</p> <p>Meeting held with Smith Sculptors to commence this project (October 2012)</p>
14	10/12	15.1	<p>Graffiti Removal Policy</p> <p>Minute: 11330</p>	That Council accepts the attached Graffiti Removal Policy.	<p>No further update (Dec 2012)</p> <p>Policy accepted however, during a review of all policies by Local Laws Officer indicated wording of policy needs to be changed and the File number given to the Policy is incorrect.. Will review and re-present to Council in 2013 (Nov 2013)</p>
15	09/12	18.1	NAMELESS FESTIVAL PUBLIC HOLIDAY - TOM PRICE	That Council:	Community consultation commenced (October

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<ol style="list-style-type: none"> 1. Support in principle a "Local Public Holiday" for Tom Price residents to celebrate Nameless Jarndunmunha Festival. 2. Delegate to the CEO to investigate what is involved with celebrating a local public holiday on the Monday following the Nameless Festival Sunday, and report back to Council what is involved. 3. Authorise the CEO to commence a community consultation process to identify support for this proposal in the Tom Price Community, and report back to Council with the results. 	<p>2013)</p> <p>Community Forum to be rescheduled till later in 2013 due to clashes with community events and unavailability of facilitator. (September 2013)</p> <p>This issue to be placed on the agenda for the inaugural Community Forum, scheduled for October 2013, in Tom Price (July 2013)</p> <p>Feedback from the community has been negative to date, but no formal consultation has yet been conducted. (May 2013)</p>
16	05/12	15.3	Entry Statement Tom Price Minute: 11196	That Council directs the CEO to undertake community consultation, through workshops on the concept plans.	<p>Scheduled for presentation and Agenda item November Council meeting (October 2013)</p> <p>Consultation completed. Designs to be reworked to incorporate feedback, Will</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>go to November Council meeting (September 2013)</p> <p>Community Consultation scheduled for early September 2013, and it is anticipated final concept plans will be presented to Council in October or November 2013 (August 2013)</p> <p>Community consultation for the designs for the Tom Price Entry Statement, Paraburdoo Entry Statement and Paraburdoo Memorial (ANZAC) Park will be conducted in August/September 2013. These designs, together with the Onslow design that has already had community consultation in 2012, will be presented to Council in November for approval. (July 2013)</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>Due to other commitments Smith Sculptors will be attending the August 2013 Council meeting to present their designs to Council. They will conduct community consultation in Tom Price and Paraburdoo prior to the meeting (June 2013)</p> <p>Smith Sculptors will be conducting community consultation and presenting to the Councillors at the July Council meeting (May 2013)</p> <p>Will be agenda item for the June 2013 Council Meeting (April 2013)</p> <p>Will go back to June Council meeting to seek approval to source funding (March 2013)</p> <p>No further update (Dec</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					2012)
17	05/12	15.4	Entry Statement Onslow Minute: 11197	That Council directs the CEO to undertake community consultation, through workshops on the concept plans.	<p>Scheduled for presentation and Agenda item November Council meeting (October 2013)</p> <p>Consultation completed. Will go to November Council meeting (September 2013)</p> <p>Community Consultation in Tom Price and Paraburdoo scheduled for early September 2013, and it is anticipated final concept plans will be presented to Council in October or November 2013 (August 2013)</p> <p>Community consultation for the designs for the Tom Price Entry Statement,</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>Paraburdoo Entry Statement and Paraburdoo Memorial (ANZAC) Park will be conducted in August/September 2013. These designs, together with the Onslow design that has already had community consultation in 2012, will be presented to Council in November for approval. (July 2013)</p> <p>Due to other commitments Smith Sculptors will be attending the August 2013 Council meeting to present their designs to Council. They will conduct community consultation in Tom Price and Paraburdoo prior to the meeting. Consultation in Onslow was completed in 2012 (June 2013)</p> <p>Smith Sculptors will be presenting to the Councillors at the July Council meeting (May</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>2013)</p> <p>Will be agenda item for the June 2013 Council Meeting (April 2013</p> <p>Will go back to June Council meeting to seek approval to source funding (March 2013)</p> <p>No update expected until early 2013 (September 2012)</p> <p>No update (August 2012)</p> <p>Community consultation undertaken July 2012. 15 people attended community session. Very positive feedback. Need to identify and source funding (July 2012)</p> <p>Community consultations planned for Friday July 20th</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
18	05/12	15.8	Peace Park Tom Price Minute: 11200	That Council: 1. Accepts the concept plans for the Peace Park Tom Price. 2. Directs the CEO to undertake community consultation and source funding for Stage 1 of the Peace Park.	2012 (June 2012) Scheduled for presentation and Agenda item November Council meeting (October 2013) Consultation completed. Stage 2 design will go to November Council meeting (September 2013) Community Consultation scheduled for second stage of the Peace Park for early September 2013, and it is anticipated final concept plans will be presented to Council in October or November 2013. No update on funding submission (August 2013) A funding proposal for Stage 1 of the Tom Price Memorial Park was recently submitted under the RDF

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>Round 5 grants. We are waiting to hear if this has been successful. (July 2013)</p> <p>Liaising with Smith Sculptors to identify funding sources. Have developed plans (that will be presented to Council) to build the Peace Park in “stages” which may give greater scope for funding opportunities (June 2013)</p> <p>Funding avenues unsuccessful to date. (May 2013)</p> <p>Liaising with designers (Smith Sculptors) for funding avenues. No further update (April 2013)</p> <p>Funding sources still being identified (March 2013)</p> <p>Funding sources being identified (Jan 2013)</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>No further update (Dec 2012)</p> <p>No further update (October 2012)</p> <p>Meeting with Smith Sculptors to discuss final plans schedule for 8 October 2012 (September 2012)</p> <p>Funding sources currently being identified (August 2012)</p> <p>Community consultation undertaken July 2012. 8 young people, and 3 community members attended consultation sessions. 2 Aboriginal Elders were consulted on-site in the current RSL Anzac Park. In addition, about 30 people discussed the plans outside the Coles shopping Centre people attended community session. Very positive</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>feedback. Need to identify and source funding (July 2012)</p> <p>Community consultations planned for Wednesday July 18th 2012 (June 2012)</p>
19	03/12	16.2	<p>Leasing of Lot 302 Second Avenue, Onslow – Community Services</p> <p>Minute: 11162</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Directs the CEO to negotiate with the Department of Regional Development and Lands to lease Lot 302 Second Ave, Onslow. 2. Directs the CEO to negotiate a sub-lease of Lot 302 Second Avenue directly to VSwans for the purpose of a youth drop-in centre conditional on upgrade works being undertaken. 3. VSwans to be advised that they are responsible for all costs and planning approvals to bring the building up to required standards. 	<p>See Minute 11562 above</p> <p>All correspondence has now been received and lease is currently being drafted (May 2013)</p> <p>No further update (April 2013)</p> <p>Approval granted from DSD, waiting for lease agreement (March 2013)</p> <p>Still awaiting information from DRD (Feb 2013)</p> <p>Have requested update from DRD on progress (Dec 2012)</p> <p>No further update (October</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>2012)</p> <p>No further updates from DRD (September 2012)</p> <p>No further updates from DRD (August 2012)</p> <p>DRD has sent correspondence to say approval for change of use of property has been granted but still waiting on documentation from them to allow lease to be prepared. VSwans have been notified of situation (July 2012)</p> <p>Still waiting for RDL to transfer lease to the Shire to enable this to progress (June 2012)</p> <p>Meeting with VSwans scheduled for April 2012 to progress</p>
20	02/12	15.3	Leasing of Lot 302 Second Avenue, Onslow – Community	That Council: 1. Request the Chief Executive Officer to advise the	See minute 11162 (April 2012)

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
			<p>Services</p> <p>Minute: 11129</p>	<p>Department of Regional Development and Lands (RDL) and VSwans that:</p> <p>a) The Shire it does not wish to lease Lot 302 Second Avenue, Onslow.</p> <p>b) That in reaching the decision not to lease, the Shire undertook an inspection of the building and concluded that it is not a suitable standard to enable it to be used a Community Facility (Youth Drop-In Centre). For it potentially be considered appropriate for such use, the following minimum improvements would be necessary to take it to a suitable standard:</p> <ul style="list-style-type: none"> • review and possible replacement of all utilities to the building, especially electricity supplies; • gantries removed; • upgrading of existing toilets and installation of a disabled toilet; • assessment of potential contamination; • installation of an emergency exit at the rear of the building; and • installation of parking bays to comply with planning requirements. <p>c) Matters that would also need to be taken into account to make the building comfortable would include (but not limited to):</p> <ul style="list-style-type: none"> • energy efficiency improvements of the building; • lining and insulation of walls; • adequate lighting; and • installation of appropriate air-conditioning. 	<p>VSwans notified of outcome February 2012 (March 2012)</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>d) In addition to b) and c) above (which are not exhaustive assessments), Planning Approval, Building Licence and possibly Health approval from the Shire would be necessary. Approval from Heritage Council may also be required. By way of information, Planning Approval may not be a straight forward matter due to the concerns raised by neighbours in 1988 when the unauthorized use of the building as 'Youth Drop-In Centre' was undertaken. It is likely that for any approval to issue, a limit of hours of use would need to be considered to ensure that no unreasonable impact on neighbours would occur.</p> <p>e) Council would not object to VSwans obtaining a direct lease (from RDL), however the improvements referred to b) and c) along with statutory approvals in d) would need to be obtained before the commencement of the use.</p>	
21	02/12	15.5	<p>Surrender of Leases for Ashburton Race Club</p> <p>Minute: 11131</p>	<p>That Council:</p> <ol style="list-style-type: none"> Note the surrender of the leases by the Ashburton Race Club to Reserves 38264 and 21235. Instruct the CEO to enter into negotiations to lease Reserves 398264 and 21235. 	<p>See Item 2 above (May 2013)</p> <p>Lease developed for Rodeo Club, waiting for Rodeo Club to returned signed copy (April 2013)</p> <p>Lease for Reserve 21235 with Rodeo Club for sign off (has been approved by Council) (March 2013)</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>Council approved lease for Enduro Club over Reserve 21235 in January 2013 (Feb 2013)</p> <p>Agenda Item for February Council meeting to accept the Lease for the Enduro Club) (Jan 2013)</p> <p>No further update (Dec 2012)</p> <p>Correspondence form DRL has approved change of use for the Reserve. Copy of lease forwarded to Enduro Club for signature. Signed lease will need to be sent to Minister for approval (Nov 2012)</p> <p>No further update (October 2012)</p> <p>Lease for Rodeo Club currently being drafted (September 2012)</p> <p>Still waiting for Rodeo Club</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>to discuss their lease requirements. (August 2012)</p> <p>Lease drafted for Enduro Club for Stables Lease, but still waiting to hear if change of use for that reserve has been approved. Have met with representatives from the Rodeo Club to explain that only a month by month lease can be offered. Lease still to be drafted(July 2012)</p> <p>No responses were received from any other community groups. Onslow Endurro Club currently has a copy of the draft lease for feedback. Still waiting for Land use to be changed to allow lease to be finalised (June 2012)</p> <p>Advertisements calling for interested community groups to assume the</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					leases will be placed in the March 2012 Onslow Times (March 2012)
22	08/09	11.08.12	Location of Entry Statement – Tom Price	<p>Council appoint Crs Fernandez, Musgrave and Bloem, the Executive Manager, Community & Economic Services Larry Softley and the Executive Manager, Engineering Services, Jeff Breen to a working group for the purpose of looking at all the options for the establishment of the Tom Price Town Entry Statement.</p> <p>June 2011 – Council Noted. Funds for the project had been allocated and the project needs to be completed.</p>	<p>See minute 11196 above (June 2012)</p> <p>Meeting held with Smith Sculptors March 2012. Ongoing (April 2012)</p> <p>Waiting for finalised cost estimate from designers (March 2012)</p> <p>Meeting held with designers Dec 2011</p> <p>Contact made with Mike Fisher from Savannah Engineering to see the entry statement constructed by them. Apparently this was commissioned by Larry Softly, Savannah Engineering completed a sign but this has not been paid for. This project will now be transferred to Community Development – Deb Wilkes to re-initiate. (Nov 2011)</p>

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>No further progress (Sept 2011) & Oct 2011.</p> <p>Transferred from Community to Engineering. Geoff Brayford to re-initiate. (August 2011)</p> <p>Meeting with Mike Fisher and Mark Eaglesham to discuss design/implementation of rock painted by local Aboriginal Artist as a feature of the entry statement. Mike Fisher to develop conceptual plans for presentation to Councillors. PRC has commissioned consultants to report back on a common approach to information bay and town signage from a tourism perspective. It was decided by the Tom Price Entry Statement Working Group to await the outcomes of the PRC consultant. (Sept 2010)</p>



Council Meeting Minutes

Notice is hereby given that an Ordinary Meeting of Council was held in the Pilbara Room, State Library Bulding, Perth Cultural Centre, Perth, 6000 at 9:00am on 14 October 2013

Tony Friday
Chief Executive Officer

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I, Chairperson, Councillor Lynne Craigie, of the Pilbara Regional Council, hereby declare on behalf of the Councillors of the Pilbara Regional Council that the enclosed minutes are true and accurate record of the Pilbara Regional Council Meeting held on 14 October 2013 at Pilbara Room at the State Library of WA.

Chairperson

Date

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Declaration(s) of Conflict of Interest

Declaration(s) of Conflict of Interest Forms

Nil recorded

1. Oath(s) Of Office

Any individuals who have not previously undertaken an Oath of Office must do so before the Chief Executive Officer, Mr Tony Friday prior to the commencement of the Council meeting.

Nil

2. Official Opening

The Ordinary Meeting of Council was declared open at 9:09am on Monday, 14th October 2013 by the Chairperson.

3. Public Question Time

The following questions were received from members of the public prior to the meeting:

Nil recorded

The Chairperson called for questions from members of the public attending the meeting.

4. Attendance

Councillors	Cr Kerry White Cr Lorraine Thomas Cr Lynne Craigie Cr Fiona White-Hartig Cr Sharon Vertigan Cr Kelly Howlett Cr George Daccache	Shire of Ashburton Shire of Ashburton Shire of East Pilbara Shire of Roebourne Shire of Roebourne Town of Port Hedland Town of Port Hedland
Deputy Councillor	Cr Anita Grace	Shire of East Pilbara
Staff Members	Mr Tony Friday Ms Melody Pia	Chief Executive Officer Project Administrator
Guests:	Ms Joanne Burges Mr Neil Hartley Mr Mal Osborne Mr Allen Cooper	Regional Cooperation Manager CEO, Shire of Ashburton CEO, Town of Port Hedland CEO, Shire of East Pilbara
Presenters:	Ms Julia Spark Mr Craig Hanson	Business Development Specialist, Aerometrex Business Manager, WALGA
Apologies:	Cr Shane Carter Mayor Troy Pickard Mr Chris Adams	Shire of East Pilbara WALGA President CEO, Shire of Roebourne

5. Petitions, Deputations and Presentations

5.1 Ms Julia Spark, Business Development Specialist, Aerometrex

Ms Spark presented the 3D modeling product based on advanced photogrammetric and visualization techniques. Her presentation include samples of capture in the Pilbara including Karratha and Cloudbreak.

Presentation started at 9:16am and finished at 9:35am

5.2 Mr Craig Hanson, Business Manager, WALGA

Mr Hanson presented on the status of Asset Management and ROMAN II and invited Councilors and CEOs to discuss requirements for Asset Management (linking to the DLG's Integrated Planning Framework) and how ROMAN II may assist with meeting these requirements.

Presentation started at 9:40am and finished at 9:58am

6. Confirmation of Minutes and Business Arising from Minutes of Previous Meeting held on 26 August 2013

Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Action Officer: Mr Tony Friday, Chief Executive Officer
 Disclosure of Interest: Nil
 Attachments: 6.1 Minutes of the PRC Meeting
 6.2 Questions Taken on Notice from Previous Meeting

Voting Requirement: Simple Majority

Council Resolution: That the minutes of the Pilbara Regional Council Ordinary Meeting of Council held on the 26 August 2013 was confirmed as true and correct record of proceedings.

Moved: Cr Kelly Howlett
 Seconded: Cr Fiona White-Hartig
 Result: Carried 8/8

Chairperson will sign the True Minutes of the previous meeting.

Business Arising and Questions Taken on Notice:

The Chief Executive will present Business Arising and Questions Taken on Notice from the previous Meeting

Item	Subject	Actions
Nil		

7. Chairperson Report

A verbal update from the Chairperson was provided to the meeting.

These reports are included:

- Engagement of Dr Alexander Kabat to manage the GIS Data Project for 3 months.
- Pilbara Regional Council is currently seeking a meeting between member, PRC CEO, Tony Friday and Australian Deputy Prime Minister, the Hon Warren Truss, to discuss how the Pilbara Regional Council might be best placed to support the Minister’s plans for Regional Australia.

Voting Requirement: Simple Majority

Council Resolution: That the Chairperson Report as presented be received.

Moved: Cr Sharon Vertigan
 Seconded: Cr Anita Grace
 Result: Carried 8/8

8. Chief Executive Officer's Report

8.1 Projects update

Responsible Officer: Mr Tony Friday, Chief Executive Officer
Author Name: Mr Tony Friday, Chief Executive Officer
Disclosure of Interest: Nil
Attachments: Nil.

Purpose:

The purpose of this report is to apprise Council of progress against various projects currently undertaken by the Pilbara Regional Council.

Comment

PROJECT	\$		COMMENT
FY13			
ROADSIDE REST STOPS (FY13)	✓	✓	PROJECT HAS ACHIEVED PRACTICAL COMPLETION, AND FUNDS ACQUITTED TO DRD. MINOR REMEDIATION WORKS STILL OCCURRING UNDER BANK GUARANTEE. PROJECT DELIVERED ~\$300K UNDER BUDGET, AND APPROVAL RECEIVED FROM DRD TO RETROFIT FY13 SITES WITH WIFI HOT SPOTS WHERE FEASIBLE. SIGNAGE WILL NEED TO BE REPLACED ON ALL CURRENT SITES ADVISING AVAILABILITY OF WIFI FACILITIES, AND PROOFS WILL BE SEND TO LGAS IN THE COMING WEEKS FOR APPROVAL.
REGIONAL MIGRATION AGREEMENT	✓	✓	AN RMA PROPOSAL HAS BEEN DRAFTED BY KPMG AND HAS BEEN PRESENTED TO DTWD AS STATE LEAD AGENCY. DRAFT RMA WAS PRESENTED TO PILBARA WORKFORCE DEVELOPMENT ALLIANCE ON 26/09/2013, WITH FURTHER CLARIFICATION SOUGHT BY SBDC AND DIA. ONCE ENDORSED BY THE ALLIANCE, THE APPLICATION WILL BE LODGED WITH DIAC. DIAC HAVE BEEN IADVISED THAT THE APPLICATION IS READY, AND HAVE ADVISED THEY ARE PREPARED TO RECIVE IT ALTHOUGH THERE ARE SOME CHALLENGES WITH ASSESSING THE APPLICATION.
PAYROLL PROCESSING	✓	✗	SOA AND SOR ARE READY FOR DETAILED IMPLEMENTATION PLANNING. SOA COMMENCEMENTR PENDING COMMUNICATION WITH NEW SOA CEO. SOEP PREFER TO REMAIN WITH EXISTING PAYROLL PROCESSING SYSTEMS. TOPH ARE YET TO COMMUNICATE A FINAL DECISION FOR THIS PROJECT. PROJECT CONTINUANCE IS CONTINGENT ON THIS DECISION.
FY14			
BUSINESS CONTINUITY	✓	✗	RFT HAS BEEN ASSESSED, AND A SUCCESSFUL RESPONDENT AWARDED THE CONTRACT. A PROJECT MANAGER HAS BEEN APPOINTED TO MANAGE THE PROGRAM OF WORK, AND WORK IS UNDERWAY WITH THOSE MEMBERS THAT HAVE ALREADY NOMINATED PARTICIPANTS IN THE PROJECT STEERING COMMITTEE. THIS PROJECT WAS ORIGINALLY SCHEDULED TO CLOSE IN SEPTEMBER 2013, HOWEVER IS NOW LIKELY TO RUN THROUGH UNTIL FEBRUARY 2014 TO ALLOW FURTHER TIME FOR STAKEHOLDERS TO GATHER AND ASSES REQUISITE INFORMATION. THE PRC CEO HAS DESCLARED A CONFLICT IN THIS PROJECT, AND HAS IMPLEMENTED A RANGE OF CONTROLS TO MANAGE THIS CONFLICT. THESE HAVE BEEN DISCUSSED WITH THE PRC CHAIRPERSON.
PILBARA KIMBERLEY FORUM	✓	✓	DETAILED PLANNING IS UNDERWAY, AND A PROPOSED EVENT FORMAT HAS BEEN PREPARED FOR THE CONSIDERATION OF MAYORS AND PRESIDENTS. ONCE APPROVED, THE PRC WILL COMMENCE DETAILED EVENT PLANNING. EVENT CONSIDERATIONS ARE TREATED ELSEWHERE IN THIS AGENDA, AND FORMAL ENDORSEMENT TO PROCEED IS SOUGHT FROM THIS MEETING OF COUNCIL.
COASTAL ACCESS MANAGEMENT	✓	✓	DEPARTMENT OF PLANNING HAVE APPROVED DR JOHN COLLINS TO BE SECONDED TO THIS PROJECT. DR COLLINS IS EMINENTLY QUALIFIED TO ASSIST WITH THE PROJECT, AND WOULD GREATLY ENHANCE ANTICIPATED PROJECT OUTCOMES. DEPT OF PLANNING WILL CONTINUE TO PROVIDE DR COLLINS SALARY, WITH THE PRC MEETING ALL OTHER PROJECT EXPENSES. DR COLLINS WILL ALSO BE SEEKING ADDITIONAL PARTICIPANTS TO THIS PROJECT, AND CONFIRMING SCOPE IN THE NEXT FEW WEEKS. PDC AND DPC HAVE ALSO BEEN APPRAISED OF THIS PROJECT AND HAVE TAKEN AN ACTIVE INTEREST.
GIS DATA PROCUREMENT	✓	✓	PROJECT STEERING COMMITTEE HAS BEEN CONVENED, AND PRC WILL BE CONFIRMING SCOPE IN THE NEXT MONTH.
LAND DECONSTRAINT	✓	✓	CONTRACTING BETWEEN PRC/SOR AND PRC/NSP HAS BEEN IFNALISED, AND WORK HAS COMMENCED ON THE TWO SoR SITES THAT ARE EXTERNAL TO THE CLGF COMPONENT. CLGF WORKS ARE STILL PENDING CABINET APPROVAL OF THE PROJECT, CURRENTLY EXPECTED NOV/DEC.
ROADSIDE REST STOPS (FY14)	✓	✓	PROJECT IS WELL UNDERWAY. NS PROJECTS HAVE BEEN CONTRACTED TO MANAGE THE PROJECT, AND BRANDINO HAVE BEEN RETAINED FOR PROJECT MARKETING. SITE SELECTIONS HAVE BEEN FINALISED. EOI WAS ISSUED TO MARKET FOR ENGINEERING/MANUFACTURING, AND SUCCESSFUL RESPONDENTS HAVE BEEN INVITED TO TENDER FOR SUBSEQUENT PROJECT WORK.
MAJOR DEVELOPMENTS POLICY	✓	✓	A SUCCESSFUL RESPONDENT TO THE RFQ HAS BEEN AWARDED THE CONTRACT. A PROJECT MANAGER HAS BEEN APPOINTED TO MANAGE THE PROGRAM OF WORK, AND WORK IS UNDERWAY WITH THOSE MEMBERS THAT HAVE ALREADY NOMINATED PARTICIPANTS IN THE PROJECT STEERING COMMITTEE.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

No FY14 projects are currently over budget, nor are any FY14 projects anticipated to exceed budget.

Conclusion

Nil

Voting Requirement: Simple Majority

Council Resolution: That the items presented for noting only be received.

Moved: Cr Kelly Howlett

Seconded: Cr Anita Grace

Result: Carried 8/8

8.1.1 Payroll processing project

Responsible Officer: Mr Tony Friday, Chief Executive Officer
Author Name: Mr Tony Friday, Chief Executive Officer
Disclosure of Interest: Nil
Attachments: Nil

Purpose:

The purpose of this item is to update Council regarding the PRC Payroll Processing Project.

Comment

The PRC has undertaken a body of work over the past 12 months to identify opportunities to reduce both cost and risk via the provision of a bureau payroll processing function. The business case for three of the four members illustrates clear benefits in both risk and cost, with only the Shire of East Pilbara presenting a marginal return.

Member discussions thus far include:

1. On the basis of this marginal return, the Shire of East Pilbara has elected not to participate in this project at this time.
2. The Shire of Roebourne has indicated a desire to see this project conducted as soon as possible.
3. The Shire of Ashburton has also indicated a desire to see this project conducted as soon as possible, subject to the endorsement of the recently appointed CEO. Initial conversations with the new CEO indicate support for the project, along with some personal knowledge of payroll as a bureau function that will be valuable to the project as it moves forward.
4. The Town of Port Hedland has not yet indicated whether it will participate in the project or otherwise.

Policy Implications

Implementation of this project will require a suite of policy and procedural changes within both the PRC and member operating environments. The project plan and budget encompasses the development of these requirements and implementation support.

Legislative Implications

The PRC Establishment Agreement defines the Regional Purpose of the PRC as:

The regional purpose of the PRC is to provide the following services to and on behalf of the Participants:

- (a) *in accordance with an approved Strategic Plan:*
 - i. *coordinate and conduct reviews and studies regarding matters of regional concern and interest;*
 - ii. *coordinate and facilitate the implementations of recommendations arising from reviews and studies;*
 - iii. *coordinate and facilitate joint procurements;*
 - iv. *coordinate and facilitate resource sharing;*
 - v. *promote social and economic development from a regional perspective; and*
 - vi. *influence and liaise with local, State and Federal Governments in the development of policies and legislation which are of benefit to the Region;*
- (b) *assess the possibilities and methodology of facilitating, and to identify funding and revenue opportunities for those activities included in the approved Strategic Plan;*
- (c) *provide secretariat services in connection with the Participants' membership of the Western Australia Local Government Association (WALGA); and*

- (d) *provide administrative services to PRC Councillors in connection with any committee that they are a member of and representing the PRC.*

The PRC Establishment Agreement further defines:

8.2 The PRC shall only adopt a proposal when authorised to do so by an absolute majority of Council; and ...

8.5 The PRC shall only undertake the project if not less than three of the four participants give to the PRC notice of their decision that they consent to the PRC undertaking the Project.

Financial Implications

This is a budgeted and endorsed FY14 PRC project. In the event that the project is collapsed:

- DLG would need to be advised that funds provided for the purpose of progressing the regional business plan implementation were not going to be used for the payroll processing project.
- The Minister has personally praised and endorsed this project, and the PRC will also need to write to the Minister explaining that this project will not be progressed.

Conclusion

Nil

Officer Recommendation:

That the Chief Executive's project update as presented be received.

Voting Requirement: Nil

The PRC CEO noted that Town of Port Hedland had consented to participate in the Payroll Processing project detailed design stage, and the project would move forward to this stage based on participation by Shire of Ashburton, Shire of Roebourne and Town of Port Hedland.

8.1.2 FY14 Pilbara Kimberley Forum

Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Author Name: PRC
 Disclosure of Interest: Nil
 Attachments: Nil

Purpose:

The purpose of this report is to seek Council's consideration and endorsement of the location for the FY14 Pilbara/Kimberley Forum.

Background:

On the 26th August 2013, the Pilbara Regional Council held an ordinary meeting, where they adopted the following resolution:

" That the Council suggest that next Council Meeting:

- *A comparison report showing budget benefit (Perth vs Jakarta) must be tabled.*
- *Confirm option dates.*
- *A financial risk analysis report should be presented.*
- *That the decision will be held over until 14th October meeting. "*

A summary of the comparative budget for delegate to hold the event in Perth and Jakarta is provided below:

Location		Total cost per delegate
FY11/12/13		\$1,860.68
Option A	FY14 – Jakarta - Indonesia	\$1,904.80
Option B	FY14 - Perth WA	\$1,853.00

Comment

Nil

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

The FY14 Joint forum may be offered to delegates without significantly increase in cost over previous years.

It is estimated that overall cost per delegate will be:

Jakarta, Indonesia \$1,904.80;
 Perth, WA \$1,853.00

comprising a consideration of \$450 from each delegate, domestic airfare and domestic accommodation - if applicable, and assuming a three-day forum.

Total revenue estimates are \$55,350 and cost elements include International airfares and International accommodation - if applicable, meals, speaker fees, venue hire and incidentals assuming a room of 55

delegates.

Detailed financial model:

COMPARISON BUDGET FOR DELEGATES				
FY11/12/13				
30th & 31 March 2012 - Ascot Quays	Guests	Cost per guest	Amount	
Venue Hire and Food and Beverages	55		\$160.68	2 x days
		Sub Total	\$160.68	
			Amount	
Evening Meals			\$50.00	2 x Meals
		Sub Total	\$50.00	
			Amount	
Other Costs			\$0.00	
Domestic Flight			\$600.00	
Domestic Accomodation			\$600.00	3 x nights
Registration			\$450.00	
			Sub Total	
			TOTAL	\$1,650.00
				\$1,860.68

FY14 - JAKARTA (1)				
14th & 17 March 2014 -Mercure Hotel	Guests	Cost per guest	Amount	
Venue Hire and Food and Beverages	55		\$78.80	2 x days
		Sub Total	\$78.80	
			Amount	
Evening Meals			\$0.00	Inc. Meeting package
		Sub Total	\$0.00	
			Amount	
Other Costs			\$0.00	
Domestic Flight			\$600.00	
Domestic Accomodation			\$0.00	
International Flight			\$553.00	
International Accomodation			\$223.00	3 x nights
Registration			\$450.00	
			Sub Total	
			TOTAL	\$1,826.00
				\$1,904.80

FY14 - PERTH (2)				
14th & 17 March 2014 - Sheraton Hotel	Guests	Cost per guest	Amount	
Venue Hire and Food and Beverages	55		\$138.00	
		Sub Total	\$138.00	
			Amount	
Evening Meals			\$110.00	2 x Meals
		Sub Total	\$110.00	
			Amount	
Other Costs				
Domestic Flight			\$600.00	
Domestic Accomodation			\$555.00	3 x nights
Registration			\$450.00	
			Sub Total	
			TOTAL	\$1,605.00
				\$1,853.00

Conclusion

The remit offered to the PRC CEO from the Chairperson was to:

- meet and exceed all previous event expectations
- structure a PK Forum that would elevate the profile of the event
- offer a suite of speakers that would appeal and add value to attendees
- include elements in the event design that involved interaction between members and speakers

The CEO believes that element two of this list is best achieved by turning this into an international event, carrying all of the additional benefits as articulated in the proposed event programme. Hosting in Jakarta offer the opportunity to address specific topics that would be otherwise unable to address with a Perth venue; such as examination of Indonesian systems and practices of local government, direct engagement with Indonesian tourism authorities, direct engagement with Indonesian live trade market operators, and the opportunity to discuss issues of regional investment. The PDC have been canvassed for involvement in this event, and indicate that they would also be willing to participate actively.

Officer Recommendation:

That the Council endorse one of the following two options:

Option A: Endorse Jakarta location, allowing PRC to commence a detailed event planning for the 2014 Pilbara /Kimberley Forum.

Option B: Endorse Perth location, allowing PRC to commence a detailed event planning for the 2014 Pilbara /Kimberley Forum.

Voting Requirement: Simple Majority

Comments:

Cr Kelly Howlett asked that her opposition to Option A be noted..

Council Resolution: That the Pilbara/Kimberley Forum will be held in Jakarta in 2014, subject to confirmation of support from Kimberley Councils as soon as practicabled after the local government elections. The PRC CEO shall facilitate a meeting between the Fremantle Chamber of Commerce and the Pilbara Chambers of Commerce to explore a joint trade delegation to Jakarta at the same time. The PRC CEO's action in potentially moving the date of the Forum from March to May is noted.

Moved: Cr Fiona White-Hartig

Seconded: Cr Anita Grace

Result: Carried 7/8

8.1.3 Significant Correspondence: Letter from the Department of Local Government

Responsible Officer: Mr Tony Friday, Chief Executive Officer
Author Name: Mr Tony Friday, Chief Executive Officer
Disclosure of Interest: Nil
Attachments: 8.1.3.1 Ltr from DLG
8.1.3.1 Ltr to DLG

Purpose:

The purpose of this item is to inform Council regarding a letter received from the Department of Local Government concerning a review of the Local Government Compliance Audit Returns 2012 (CAR) undertaken recently.

Action:

The PRC provided the requested information to the Department of Local Government [refer attachments].

Financial Implication

Nil

Conclusion

Nil

Officer Recommendation

That the items presented for noting only be received.

Voting Requirement

Nil

9. Governance

9.1 Use of Common Seal

Responsible Officer: Mr Tony Friday, Chief Executive Officer
Action Officer: Mr Tony Friday, Chief Executive Officer
Disclosure of Interest: Nil
Attachments: Nil.

Purpose:

This report is a standard report and for noting purposes only.

Background:

Section 2.5 of the Local Government Act 1995 states that a Local Government is a Body Corporate with perpetual succession and a common seal. A document is validly executed by a Body Corporate when the common seal of the Local Government is affixed to it by the Chief Executive Officer, and the President/Chairman and the Chief Executive Officer attest the affixing of the seal. Since the last meeting of Council the common seal has been applied to the following documents:

1. Letter of Engagement - FY14 Website Redevelopment
2. Royalties for Regions Acquittal Engagement Letter
3. Land De-Constraint Project (CLGF 12/13) - Agreement for Project Management services
4. Formal Instrument of Agreement - Land De-Constraint Project - Shire of Roebourne Sites
5. FY14 Letter of Engagement - Business Continuity Planning

Comment:

The Chief Executive Officer is primarily responsible for the governance role of the PRC which includes ensuring all legislative requirements are complied with including: adopting plans and reports, accepting tenders, directing operations, setting and amending budgets. This use of the Common Seal is a Standard Report for noting by Council.

All documents validly executed will have the common seal affixed and the President and the Chief Executive Officer's attestations affixing the seal. Use of the common seal is to be recorded in the common seal register and must have the Council resolution number included and the date that the seal was applied.

Policy Implications

Nil.

Legislative Implications:

Section 2.5(2) of the Local Government Act 1995.

The local government is a body corporate with perpetual succession and a common seal.

Section 9.49. A document, is, unless this Act requires otherwise, sufficiently authenticated by a local government without its common seal if signed by the CEO or an employee of the local government who purports to be authorised by the CEO to so sign.

Financial Implications:

Nil

Conclusion:

This is a standard report for information.

Voting Requirement: Simple Majority

Council Resolution: that the action of the Chief Executive Officer in executing the documents listed under the Common Seal of the Pilbara Regional Council be noted.

Moved: Cr Kelly Howlett

Seconded: Cr Sharon Vertigan

Result: Carried 8/8

9.2 PRC Establishment Agreement

Responsible Officer:	Mr Tony Friday, Chief Executive Officer
Action Officer:	Mr Tony Friday, Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	9.2.1 Current PRC Establishment Agreement 9.2.2 Draft revised PRC Establishment Agreement

Purpose:

This purpose of this item is for Council to consider a revised PRC Establishment Agreement.

Background:

The PRC's Establishment Agreement has changed little since the inception of the organisation (last updated 2007), whilst the scope and scale of activities undertaken have matured markedly.

Comment:

The CEO has undertaken a body of work to address inconsistencies between the PRC's endorsed establishment agreement and current strategy/operations to meet the requirements of members.

The document presented to Council at this meeting

Policy Implications

The Establishment Agreement is the enabling contract between the PRC member local governments.

Legislative Implications:

Section 3.61 of the Local Government Act 1995 notes that two or more local governments may, with the Minister's approval, establish a regional local government.

Section 3.65. of the Local Government Act 1995 "Establishment agreement, amendment of: (1) The participants may amend the establishment agreement for a regional local government by agreement made with the Minister's approval, and a reference in this Division to the establishment agreement as so amended."

Financial Implications:

Nil

Conclusion:

The PRC's Establishment Agreement requires amendment to better align with the contemporary requirements of member local governments.

Voting Requirement: Simple Majority

Council Resolution: That the draft revised Establishment Agreement be endorsed, and that Council approved the CEO's proposed action to submit the draft revised Establishment Agreement to the Minister.

Moved: Cr Sharon Vertigan

Seconded: Cr Fiona White-Hartig

Result: Carried 8/8

9.3 WACRA Secretariat Services

Responsible Officer: Mr Tony Friday, Chief Executive Officer
Author Name: Mr Tony Friday, Chief Executive Officer
Disclosure of Interest: Nil
Attachments: Nil

Purpose:

The purpose of this report is to seek Council's consideration for the PRC providing secretariat services to the Western Australian Regional Capitals Alliance.

Background:

The PRC has been approached by the Western Australian Regional Capitals Alliance (WACRA) with a request to provide secretariat services for the Alliance. Services would broadly fall into the following areas:

Meeting Support

Scheduling and facilities management
Agenda (call for items, drafting, distribution and publication)
Minutes (attendance, drafting, distribution and publication)

Marketing Support

Website hosting
Website management and maintenance
Social media support (building facebook, influential twitter followers, etc)

Administrative Support

Mail handling/processing
Travel arrangement (flights/accommodation/facilities as required)
Grant
- Application writing
- Funding acquittal
Financial management system
- Transactional processing and reconciliation
- Reporting to statutory standard
Records management
- Archival storage

Statutory Support

Governance reporting to statutory standard

Comment

PRC members Shire of Roebourne is a member of this Alliance and Town of Port Hedland Mayor Kelly Howlett confirmed that they are not a member and that the Town does not approve that the Pilbara Regional Council provides a secretariat and related services to the Western Australian Regional Capitals Alliance.

Policy Implications

Various PRC policies and internal procedures will need to be adjusted should Council endorse this activity to preserve separation between the functions of the PRC and functions performed on behalf of WACRA. Some of these procedures are already in place by virtue of the PRC's engagement by the Shire of Roebourne for land Deconstraint activities specific to Shire of Roebourne.

Legislative Implications

Nil, this activity falls within the member support remit of the Establishment Agreement.

Financial Implications

The PRC has undertaken an analysis of the resource load required to deliver these services and has presented a 'quotation' to WACRA on a cost recovery basis. Cost recovery has been calculated including allocated overhead, which would normally be considered a sunk cost. The effect of taking on this requirement is anticipated to be a slight positive contribution to the PRC's net position.

Conclusion

The PRC is structured and resourced to be able to deliver this requirement with minimal disruption to normal Council activities.

The activity is supporting an organisation of which two PRC members are participants.

Officer Recommendation:

That the Council endorse one of the following two options:

Option A: Council approves and endorses the PRC executive to provide secretariat and related services to the Western Australian Regional Capitals Alliance.

Option B: Council does not approve the PRC executive to provide secretariat and related services to the Western Australian Regional Capitals Alliance.

Voting Requirement: Simple Majority

Council Resolution: That Option A is to be offered to WACRA, subject to review by PRC Executive and Council on 30th June 2014.

Moved: Cr Fiona White-Hartig

Seconded: Cr Sharon Vertigan

Result: Carried 8/8

10. Finance

10.1 Statements of Financial Activity

Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Author Name: Mr Tony Friday, Chief Executive Officer
 Disclosure of Interest: Nil

The following financial statements for the periods ending 30 August, and 30 September 2013 are attached:

Attachments: 10.1.1 Monthly Financial Report for the period ended 30 August 2013 ;
 10.1.1.1 Statement of Comprehensive Income by Program;
 10.1.1.2 Statement of Comprehensive Income by Nature/Type;
 10.1.1.3 Statement of Financial Position;
 10.1.1.4 Statement of Changes in Equity;
 10.1.1.5 Statement of Cash Flows;
 10.1.1.6 Financial Activity Statement;
 10.1.1.7 Summary of Current Assets and Liabilities;
 10.1.1.8 Supporting Schedules detailing income and expenditure

10.1.2 Monthly Financial Report for the period ended 30 September 2013 ;
 10.1.2.1 Statement of Comprehensive Income by Program;
 10.1.2.2 Statement of Comprehensive Income by Nature/Type;
 10.1.2.3 Statement of Financial Position;
 10.1.2.4 Statement of Changes in Equity;
 10.1.2.5 Statement of Cash Flows;
 10.1.2.6 Financial Activity Statement;
 10.1.2.7 Summary of Current Assets and Liabilities;
 10.1.2.8 Supporting Schedules detailing income and expenditure

10.2 Warrants of Payments

Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Action Officer: Mr Tony Friday, Chief Executive Officer
 Disclosure of Interest: Nil
 Attachments: 10.2.1 Warrants of Payments 6 August 2013 to 30 September 2013

Purpose

The purpose of this report is to seek Council's consideration and adoption of the Statements of Financial Activity.

Background

The PRC is required to review and approve its expenditure and financial position on a regular basis. The PRC's financial system is Xero, which generates Monthly Financial Reconciliations that show the PRC's expenditure and financial position on a monthly basis. Excel spreadsheets are used to provide statutory compliant reporting based on the Xero output. To enable the reporting of material variances to be consistent and compliant with the Local Government Financial Management Regulations (FMR 34) the Council adopted the material variance threshold of plus/minus 10% at sub-program and /or individual project level as per FM 34(1)(d), for the financial year in accordance with Australian Accounting Standards (AAS 5).

The Local Government Act Financial Regulations require that a statement of financial activity, including reporting on revenue and expenditure, an explanation of the composition of net current assets and an explanation of any material variances between actual and (now) revised budget allocations be presented to Council to consider for inclusion in the minutes of the meeting.

Policy Implications

Nil

Legislative Implications

Local Government (Financial Management) Regulations 1996, reg. 13 & 34

Financial Implications

Nil

Conclusion

That Council receive the Monthly Financial Statements and List of Accounts for Financial Year to date, the Statement of Financial Activity and commentaries on variances to the adopted budget for the period ended 30 April, 30 May, 30 June and 30 July 2013.

Officer Recommendation

That Council receive the Monthly Financial Statements, the Statements of Financial Activity and commentaries on variances to the adopted budget for the period ending 30 April, 30 May, 30 June and 30 July 2013.

Voting Requirement: Simple Majority

Council Resolution: That Council received the Monthly Financial Statements, the Statements of Financial Activity and commentaries on variances to the adopted budget for the period ending 30 April, 30 May, 30 June and 30 July 2013.

Moved: Cr Kerry White

Seconded: Cr Fiona White-Hartig

Result: Carried 8/8

10.3 Unbudgeted expenditure

Responsible Officer: Mr Tony Friday, Chief Executive Officer
Action Officer: Mr Tony Friday, Chief Executive Officer
Disclosure of Interest: Nil

Purpose

The purpose of this report is to seek Council's endorsement of unbudgeted expenditure.

Background

The PRC undertook a Grants Master Planning project in FY13 on behalf of members. The project activities included a review of the grants plan(s) at the end of the financial year. As a consequence of the timing of this activity, a supplier invoice was not presented to the PRC until after the end of the financial year.

Policy Implications

Nil

Legislative Implications

Local Government (Financial Management) Regulations 1996, reg. 13 & 34

Financial Implications

The PRC's detailed accounts show that there is no budget amount against the Grants Management Account for FY14, but has expenditure allocated to it. Funds should have been carried forward for completion of the project, but were not, and therefore a budget amendment needs to be done and the expenditure needs to be authorised. Authorisation of this expenditure also includes authorisation of a budget amendment to reflect this expenditure.

Voting Requirement: Simple Majority

Council Resolution: The Council authorise payment of the final invoices from Empress Administration for the grants management project (\$4,098.60), and endorsed a budget amendment to reflect this amount against the Grants Management Account.

Moved: Cr Kelly Howlett

Seconded: Cr Fiona White-Hartig

Result: Carried 8/8

11. Regional Collaborative Group

11.1 Implementation of the PRC Regional Business Plan

Responsible Officer: Mr Tony Friday, Chief Executive Officer
Author Name: Mr Tony Friday, Chief Executive Officer
Disclosure of Interest: Nil
Attachments: Nil

Purpose

The purpose of this report is to inform the Council of the activities undertaken to acquit DLG grant funding in support of the implementation of the Regional Business Plan.

Background

The Department of Local Government provides grant funding to support Regional Local Governments in adopting elements of the integrated strategic planning framework. In the past, these funds have been used to draft a Pilbara Regional Business Plan, and to conduct enterprise risk management and corporate governance reviews within each Local Government. In FY14, these funds have been allocated towards two strategic projects: Payroll Processing and Regional Migration Agreement.

PAYROLL PROCESSING: The PRC members have had an opportunity to review the detailed business cases, with both SoA and SoR committing to implementation phase. SoEP have elected to retain their existing payroll processing structures, and ToPH are yet to communicate a final decision. Full implementation requires the consent of a majority of members per the RPC constitution.

REGIONAL MIGRATION AGREEMENT: A RMA proposal has been drafted by KPMG and has been presented to DTWD as State lead agency, and to the Pilbara Workforce Development Alliance. Two queries were raised with the draft Agreement and the PRC is engaged in resolving these queries with the relevant parties. It is anticipated at this stage that the formal application will be lodged with DIAC some time in November 2013.

Policy Implications

Nil.

Legislative Implications

Nil

Financial Implications

Nil

Conclusion

Nil

Officer Recommendation

That the items presented for noting only be received.

Voting Requirement

Nil

12. Next Meeting and Closure

The Chairperson confirmed that the next ordinary meeting of the Pilbara Regional Council is to be held at 9am, 2nd December 2013 in Port Hedland.

The Chairperson declared that the meeting closed at 11:20am on 14th October 2013.



Council Meeting Minutes

Notice is hereby given that an Ordinary Meeting of Council was held in the Midwest room, State Library Building, Perth Cultural Centre, Perth, 6000 at 9:00am on 26 August 2013

A handwritten signature in blue ink that reads "Anthony Friday".

Tony Friday
Chief Executive Officer

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Official Opening

The Ordinary Meeting of Council was held on Monday, 26th August 2013 in the Midwest Room, State Library Building, Perth Cultural Centre, Perth WA.

Meeting commenced at 9:10am.

1 Meeting administration

1.1 Attendance register

Councillors	Cr Kerry White Cr Lorraine Thomas Cr Fiona White-Hartig Cr Sharon Vertigan Cr Kelly Howlett (Acting Chairperson) Cr George Daccache	Shire of Ashburton Shire of Ashburton Shire of Roebourne Shire of Roebourne Town of Port Hedland Town of Port Hedland
Deputy Councillors	Cr Doug Stead	Shire of East Pilbara
Staff	Mr Tony Friday Ms Melody Pia Ms Mara Faval	Chief Executive Officer Project Administrator Executive Assistant
Guests:	Mayor Troy Pickard Ms Joanne Burges Mr Don Burnett Mr Chris Adams Mr Mal Osborne	WALGA President Regional Cooperation Manager A/CEO Shire of Ashburton CEO Shire of Roebourne CEO Town of Port Hedland
Presenters:	Mr Ric Cairns Mr Scott Davis Mr Callum Crofton	Creative Director - Brandino Manager Sales, Marketing & Product Development - Horizon Power A/Manager Local Government Services
Apologies:	Cr Lynne Craigie Cr Shane Carter Cr Anita Grace Mr Allen Cooper	Shire of East Pilbara Shire of East Pilbara Shire of East Pilbara CEO Shire of East Pilbara

1.2 Conflict of interest declarations

Nil

1.3 Oath of office

Nil

1.4 Requests for leave of absence

Nil

1.5 Acceptance of minutes from previous meeting

Attachments: Nil, minutes available from PRC website and tabled at the meeting
6.2 Questions Taken on Notice from Previous Meeting
Responsible Officer: Mr Tony Friday, Chief Executive Officer
Action Officer: Mr Tony Friday, Chief Executive Officer
Officer Disclosure of Interest: Nil

Voting Requirement: Simple Majority

Council Resolution: That the minutes of the Pilbara Regional Council Ordinary Meeting of Council held on the 1st July 2013 be confirmed as a true and correct record of proceedings.

Moved: Cr Kerry White
Seconded: Cr Fiona White - Hartig
Result: 7/0

Chairperson will did not sign the True Minutes of the previous meeting, as a decision was taken to await the return of the substantive Chairperson (Cr Craigie) who chaired the previous meeting.

2 Public question time

2.1 Questions received on notice

1 received. CEO to send clarification/response to the letter.

2.2 Questions from public in attendance

The Chairperson called for questions from any members of the public in attendance.

Item	Subject	Actions
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Nil

3 Petitions, deputations and presentations

3.1 Presentation 1: Brandino

Mr Cairns presented the results of Brandino's recent strategic exercise for the PRC, including stakeholder research (which included phone interviews with the Board members) and the final defining of the PRC brand through Brandino's Brand Compass.

3.2 Presentation 2: Horizon Power

Mr Davis' presentation included:

- Horizon Power Pricing Policy
- Renewable Energy Buyback Pricing
- Hosting Capacity by town and Generation Management solutions available
- LED Tariffs

3.3 Presentation 3: State Heritage Office

Mr Crofton provided updates on some of the initiatives and programs available to Local Governments, including the new online heritage database, inHerit, and a WALGA preferred supplier panel for Heritage Advisory Services. Mr Crofton also highlighted the training and support role offered by the State Heritage Office, including the recent seminar held at the Town of Cottesloe.

4 Matters for decision

4.1 Chairperson report

Chairperson Lynne Craigie was an apology.
No report has been provided to the Council Meeting.

4.2 CEO report


4.2.1 Projects update

Attachments: Nil.
 Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Author Name: Mr Tony Friday, Chief Executive Officer
 Disclosure of Interest: Nil

Purpose:

The purpose of this report is to apprise Council of progress against various projects currently undertaken by the Pilbara Regional Council.

Comment

Project	\$		Comment
FY13			
Roadside Rest Stops (FY13)	✓	✓	Project has achieved practical completion, and funds acquitted to DRD. Minor remediation works still occurring under bank guarantee. Project delivered ~\$300K under budget, and approval sought from DRD to roll remaining funds over into FY14 Roadside Rest Stops project. Residual funds would be used to retrofit FY13 sites with WiFi hot spots where feasible.
Regional Migration Agreement	✓	✓	An RMA proposal has been drafted by KPMG and ready for presentation to DTWD as State lead agency. Federal Government now in caretaker mode, so formal application will not be lodged with DIAC until November.
Payroll Processing	✓	✗	SoA and SoR are ready for detailed implementation planning. SoEP prefer to remain with existing payroll processing systems. ToPH are yet to communicate a final decision for this project. Project continuance is contingent on this decision.
FY14			
Business Continuity	✓	✗	A RFT has been released to the market, and the PRC has convened a tender review panel to evaluate responses. Respondents will be notified of the outcome before the end of August with work commencing shortly thereafter. Project may run over time by circa thirty days.
Pilbara Kimberley Forum	✓	✓	Detailed planning is underway, and a proposed event format has been prepared for the consideration of Mayors and Presidents. Once approved, the PRC will commence detailed event planning.
Coastal Access Management	✓	✓	Negotiations underway with Dept of Planning for inclusion of Dr John Collins on the project team. Dr Collins is eminently qualified to assist with the project, and would greatly enhance anticipated project outcomes. PDC and DPC have also been appraised of this project and have taken an active interest.
GIS Data Procurement	-	-	Project not yet scheduled for commencement.
Land Deconstraint	✓	✓	

Roadside Rest Stops (FY14)	✓	✓	Project is well underway. NS Projects have been contracted to manage the project, and Brandino have been retained for project marketing. Site selections are currently being finalised, and design/engineering will commence in September. EOI has been issued to market for engineering/manufacturing, and successful respondents will be invited to tender for subsequent project work.
Major Developments Policy	-	-	Project not yet scheduled for commencement, however RFQ has been drafted and issued to market. Responses evaluated and successful respondent selected. Work on his project will commence in September.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

No FY14 projects are currently over budget, nor are any FY14 projects anticipated to exceed budget.

Conclusion

Nil

Voting Requirement: Simple Majority

Council Resolution:

Part 1: That the items presented for noting only be received.

Part 2: CEO to investigate PDC funding for manufacturing and installation of the Regional Entry Statements subject to LGA approval as part of the Roadside Rest Stop Project.

Moved: Cr Sharon Vertigan

Seconded: Cr Doug Stead

Result: 7/0

4.2.2 PRC brand review

Attachments: Nil
Responsible Officer: Mr Tony Friday, Chief Executive Officer
Author Name: Mr Tony Friday, Chief Executive Officer
Disclosure of Interest: Nil

Purpose:

The purpose of this report is to apprise Council of a recent review of the PRC brand.

Comment

The PRC has undergone a transformative FY13, moving aggressively towards greater alignment with the needs of our members. The process has been challenging and disruptive, occasionally exposing the PRC brand to risk as it explored new business models and examined its relationship with members and a broader stakeholder group.

The CEO and staff engaged Brandino to conduct a detailed review of the PRC brand through a process described as a 'brand compass.' Brandino have been invited to this meeting to present the results of this review.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Nil

Conclusion

Nil

Voting Requirement: Simple Majority

Council Resolution: That the items presented for noting only be received.

Moved: Cr Fiona White - Hartig

Seconded: Cr Kerry White

Result: 7/0

4.2.3 Payroll processing project

Attachments: Nil
Responsible Officer: Mr Tony Friday, Chief Executive Officer
Author Name: Mr Tony Friday, Chief Executive Officer
Disclosure of Interest: Nil

Purpose:

The purpose of this item is to seek Council's direction in progressing the PRC Payroll Processing Project.

Comment

The PRC has undertaken a body of work over the past 12 months to identify.

Policy Implications

Nil

Legislative Implications

The PRC Establishment Agreement defines the Regional Purpose of the PRC as:

The regional purpose of the PRC is to provide the following services to and on behalf of the Participants:

- (a) *in accordance with an approved Strategic Plan:*
 - i. *coordinate and conduct reviews and studies regarding matters of regional concern and interest;*
 - ii. *coordinate and facilitate the implementations of recommendations arising from reviews and studies;*
 - iii. *coordinate and facilitate joint procurements;*
 - iv. *coordinate and facilitate resource sharing;*
 - v. *promote social and economic development from a regional perspective; and*
 - vi. *influence and liaise with local, State and Federal Governments in the development of policies and legislation which are of benefit to the Region;*
- (b) *assess the possibilities and methodology of facilitating, and to identify funding and revenue opportunities for those activities included in the approved Strategic Plan;*
- (c) *provide secretariat services in connection with the Participants' membership of the Western Australia Local Government Association (WALGA); and*
- (d) *provide administrative services to PRC Councillors in connection with any committee that they are a member of and representing the PRC.*

The PRC Establishment Agreement further defines:

8.2 The PRC shall only adopt a proposal when authorised to do so by an absolute majority of Council; and ...

8.5 The PRC shall only undertake the project if not less than three of the four participants give to the RPC notice of their decision that they consent to the PRC undertaking the Project.

Financial Implications

In the event that the project is collapsed:

- DLG would need to be advised that funds provided for the purpose of progressing the regional business plan implementation were not going to be used for the payroll processing project.
- The Minister has personally praised and endorsed this project, and the PRC will also need to write to the Minister explaining that this project will not be progressed.

Conclusion

Nil

Officer Recommendation(s)

- Option A: Council direct the PRC to collapse the project, and carry out actions as outlines in Financial Implications
- Option B: Council direct CEO to defer decision until October meeting, allowing time for input from new Ashburton CEO
- Option C: Council direct the PRC to continue with the project, providing bureau services to SoR only, with the ability to service other members as required
- Option D: Any alternate option that Council may deem appropriate

Voting Requirement: Simple Majority

Council Resolution:

That the Council direct PRC to continue with the project and review other inputs by the Councils.

Moved: Cr George Daccache

Seconded: Cr Kerry White

Result: 7/0

4.2.4 CLGF toilets

Attachments: Nil
Responsible Officer: Mr Tony Friday, Chief Executive Officer
Author Name: Mr Tony Friday, Chief Executive Officer
Disclosure of Interest: Nil

Purpose:

The purpose of this item is to discuss the installation of toilet facilities within the CLGF 11/12 funding allocation for Roadside Rest Stops.

Comment

The PRC has undertaken a body of work to upgrade selected roadside rest stops, funded by CLGF. The funds may include a variety of infrastructure works; including but not limited to shade shelters, information signs, refuse receptacles, fire puts, toilets, sullage dumps, wifi access, et al.

For the previous round of CLGF funding (10/11), all Councils initially identified a requirement for toilet facilities as part of their infrastructure works. With various changes in CEO and other staffing, these requirements were substantially altered for SoA, SoEP and ToPH to remove toilet facilities from most sites.

The matter was further complicated by the proposed location for many of the toilet facilities, lying within Main Roads reserves and thus not the responsibility of the individual LGAs. This was a recognised failing in the original 10/11 business case, and has been noted with RDL.

Work is underway to identify relevant infrastructure for the 11/12 CLGF funding round, and members are again resistant to the installation of toilet facilities at rest stops. This is understandable given the cost of ongoing maintenance for these items, and the location of many rest stops within Main Roads reserves. Responsibility for maintenance of all facilities installed with this funding lies with member LGAs, as per the Financial Assistance Agreement signed by all member CEOs as a condition of the funding allocation.

Recent research by Tourism Research Australia indicates that toilet and dump facilities are highly valued by the travelling public, and are deemed to be in short supply. This reflects the PRC CEO's personal experience of travelling the region recently, noting that toilet and dump facilities were only readily available in built up areas. This lack of facilities was evidenced in the presence of toilet paper and other undesirable and unsanitary elements at some roadside rest stops.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Nil

Conclusion

Sites are being finalised for the current series of rest stops in the next week (SoA, SoR, SoEP already decided), and detailed discussions regarding infrastructure at each site will then

commence. These discussions will take approximately two weeks, after which time a scope of work will be locked down and the PRC will go to tender for the supply and installation of all items on the scope of work.

Decisions relating to the provision of toilets need to be executed in the immediate future.

Voting Requirement: Simple Majority

Council Resolution:

Part 1: That Council encourage respective member Councils and Executive to consider the installation of toilets at roadside rest stop sites, particularly those enjoying a higher volume of traffic or adjacent to sensitive natural or heritage environments.

Part 2: That the Council request the CEO to meet with Main Roads seeking clarification of toilet management.

Moved: Cr Kerry White

Seconded: Cr Doug Stead

Result: 7/0

4.2.5 PRC grants

Attachments: Nil
Responsible Officer: Mr Tony Friday, Chief Executive Officer
Author Name: Mr Tony Friday, Chief Executive Officer
Disclosure of Interest: Nil

Purpose:

The purpose of this item is to inform Council of the grants that the PRC will be applying for over the next few months.

Comment

The PRC prepares applications for a number of grants (Federal, State and 3rd party) throughout each year.

Grants are currently being assessed for:

- CLGF: Land Deconstraint
- TIRF: Aboriginal tourism product development
- TIRF: Pilbara regional wifi infrastructure and access

Grants applications will be prepared for:

- Tourism Research Australia: Extension to the Caravanners and Campers Evaluation
- CoastWest: Coastal access management planning
- Coastal Adaption and Protection: Coastal access management planning

The PRC also reviews its grants master plan periodically to identify new grant rounds that may assist with funding existing or proposed projects, or that may yield additional benefits for the region.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Nil

Conclusion

Nil

Officer Recommendation(s)

Item presented for noting only.

Voting Requirement: Nil

4.2.6 Significant correspondence

Attachments:	4.2.5.1 Ltr to Citizenship Minister - RMA 4.2.5.2 Ltr to Citizenship Minister - RMA 4.2.5.3 Ltr to Training Minister 4.2.5.4 Ltr to Training Minister
Responsible Officer:	Mr Tony Friday, Chief Executive Officer
Author Name:	Mr Tony Friday, Chief Executive Officer
Disclosure of Interest:	Nil

5 Governance

5.1 Use of common seal

Attachments: Nil.
Responsible Officer: Mr Tony Friday, Chief Executive Officer
Action Officer: Mr Tony Friday, Chief Executive Officer
Officer Disclosure of Interest: Nil

Purpose:

This report is a standard report and for noting purposes only.

Background:

Section 2.5 of the Local Government Act 1995 states that a Local Government is a Body Corporate with perpetual succession and a common seal. A document is validly executed by a Body Corporate when the common seal of the Local Government is affixed to it by the Chief Executive Officer, and the President/Chairman and the Chief Executive Officer attest the affixing of the seal. Since the last meeting of Council the common seal has been applied to the following documents:

- Letter of Engagement – FY14 Business Continuity Planning
- Letter of Engagement – FY14 FIFO Policy

Comment:

The Chief Executive Officer is primarily responsible for the governance role of the PRC which includes ensuring all legislative requirements are complied with including: adopting plans and reports, accepting tenders, directing operations, setting and amending budgets. This use of the Common Seal is a Standard Report for noting by Council. All documents validly executed will have the common seal affixed and the President and the Chief Executive Officer's attestations affixing the seal. Use of the common seal is to be recorded in the common seal register and must have the Council resolution number included and the date that the seal was applied.

Policy Implications

Nil.

Legislative Implications:

Section 2.5(2) of the Local Government Act 1995. The local government is a body corporate with perpetual succession and a common seal. Section 9.49. A document, is, unless this Act requires otherwise, sufficiently authenticated by a local government without its common seal if signed by the CEO or an employee of the local government who purports to be authorised by the CEO to so sign.

Financial Implications:

Nil

Voting Requirement: Simple Majority

Council Resolution:

That the action of the Chief Executive Officer in executing the documents listed under the Common Seal of the Pilbara Regional Council, be noted.

Moved: Cr Fiona White - Hartig

Seconded: Cr Sharon Vertigan
Result: 7/0

5.2 Policy review: Delegations and authorities

Attachments: 5.2.1 Delegations and Authorities Policy
Responsible Councillor: Cr Lynne Craigie, Chairperson
Action Officer: Mr Tony Friday, Chief Executive Officer
Officer Disclosure of Interest: Nil

Presented for Councils' consideration is the PRC Delegations and Authorities Policy.

Policy Implications

The Delegations and Authorities Manual forms part of the PRC policy suite.

Legislative Implications

It is a statutory requirement that the PRC Delegations and Authorities be reviewed at least annually.

Financial Implications

Delegation with regard to Receiving, Receipting and Accounting for Money
Delegation with regard to Making Decisions on behalf of Local Government during Council Recess
Delegation with regard to Writing off Monies
Delegation with regard to Execution of Documents under Common Seal
Delegation with regard to Budget Expenditure
Delegation with regard to Salaries
Delegation with regard to Sale of Surplus Equipment, Materials, Tools. Etc
Delegation with regard to Tender Limitations
Delegation with regard to Grants and Subsidies
Delegation with regard to Appointment of Consultants and Contracts
Delegation with regard to Training, Travel and Accommodation
Delegation with regard to Disposal of Property

Comment

The PRC Delegations and Authorities Policy presented for Councils' consideration is unchanged from FY13.

Voting Requirement: Simple Majority

Council Resolution:

That the PRC Delegations and Authorities Policy be approved as presented.

Moved: Cr Kerry White

Seconded: Cr Fiona White - Hartig

Result: 7/0

5.3 Policy review: Code of conduct

Attachments: 5.3.1 Conduct Policy
Responsible Councillor: Cr Lynne Craigie, Chairperson
Action Officer: Mr Tony Friday, Chief Executive Officer

Officer Disclosure of Interest: Nil

Presented for Councils' consideration is the PRC Conduct Policy.

Policy Implications

The Conduct Policy forms part of the PRC policy suite.

Legislative Implications

It is a statutory requirement that the PRC Conduct Policy be reviewed at least annually.

Financial Implications

Nil

Comment

The PRC Conduct Policy presented for Councils' consideration is unchanged from FY13.

Voting Requirement: Simple Majority

Council Resolution:

That the PRC Conduct Policy be approved as presented.

Moved: Cr Sharon Vertigan

Seconded: Cr Fiona White - Hartig

Result: 7/0

6 Risk

6.1 PRC risk register

Function	Context	Risk Description	Risk Owner	Causal Factors	Potential Outcomes	Existing Controls	Control Rating	Impact Rating	Likelihood Rating	Aggregate Rating
Council	Governance	Failure to comply with statutory obligation re Council meetings	Council	Chairperson lack of statutory knowledge, CEO failure to adequately advise Chairperson	PRC exposed to regulatory and reputational risk	WALGA training for new Councillors, DLG attendance at Council meetings	4	2	3	9
	Governance	Failure to submit annual Councillor returns	CEO	Chairperson controls/notifications	PRC exposed to regulatory and reputational risk	Executive notification system, compliance calendar	3	2	3	8
	Governance	Material conflict of interest	Council	Councillor lack of knowledge re statutory obligations	PRC exposed to regulatory, legal, and reputational risk	WALGA training for new Councillors, DLG attendance at Council meetings, policy awareness	3	3	5	11
	Governance	Material influence	Council	Councillor lack of knowledge re statutory obligations	PRC exposed to regulatory, legal, and reputational risk	WALGA training for new Councillors, DLG attendance at Council meetings, policy awareness	3	5	1	9
Administration		Inability to raise quorum for meeting / decision making	Council	Councillor scheduling	Business of Council unable to be conducted	Adhoc nomination and appointment of alternate Councillors	3	1	3	7
	Governance	Failure to submit annual compliance return	CEO	Poor internal controls, lack of notification	PRC exposed to regulatory and reputational risk	Executive notification system, compliance calendar	1	2	1	4
	Governance	Receipt of qualified annual audit	CEO	Poor internal controls	PRC exposed to regulatory and reputational risk	Policy support, 3rd party pre-audit compliance check	3	3	2	8
	HR	Failure to adequately protect health and wellbeing of staff	CEO	Lack of policy, lack of adherence to policy	Staff placed at risk of injury	Policy support, regular scheduled policy refresh for all staff	1	5	1	7
	ICT	Ineffective information systems	CEO	Lack of internal capability, budget constraint	Loss of information, inefficiency due to poor systems	ICT outsourced to external provider(s)	3	1	2	6
	Strategy	Ineffective organisational development	CEO	Lack of internal capability, capacity constraint, budget constraint	Council incurs opportunity cost of inefficiencies	CEO and staff ongoing professional development	3	2	3	8
	Strategy	Strategic outcomes not achieved	CEO	Lack of internal capability, capacity constraint, budget constraint	PRC exposed to regulatory and reputational risk	Adherence to DLG integrated planning framework	3	3	3	9
	Operations	Loss of premises and/or facilities		Catastrophic event	Inability to conduct the business of Council for a period of time	Insurance, business continuity plan	1	3	1	5
	Operations	Loss of key staff		Overwork, remuneration, culture	Loss of key knowledge, inability to conduct the business of Council for a period of time	Capture and documentation of all key procedures and processes, central password vault	3	5	3	11
	Finance	Failure to meet financial obligations	CEO	Lack of internal capability or knowledge, capacity constraint	PRC exposed to regulatory and reputational risk	Executive notification system, compliance calendar, 3rd party oversight	3	3	2	8
Projects	Operations	Failure to manage assets adequately/appropriately	CEO	Lack of internal capability or knowledge, capacity constraint	PRC exposed to regulatory and reputational risk	Adherence to DLG integrated planning framework, policy support, small asset base	3	1	1	5
	Operations	Failure to fund the operations of the Council	CEO	Loss of funding stream, reducing in level of funding stream	Inability to conduct the business of Council	PRC performance against strategic plan, statutory obligation for members to contribute	1	4	1	6
	Governance	Funds not managed diligently	CEO	Lack of internal knowledge, fraud	PRC exposed to regulatory and reputational risk	Policy support, dual authentication	3	3	1	7
	Funded Projects	Failure to meet project governance obligations	CEO	Failure of project controls, external factors		Project governance framework and template, project manager training	3	3	2	8
	Key Projects	Failure of key projects (scope/time/quality)	PM	Failure of project controls, external factors	PRC exposed to financial and reputational risk	Project governance framework and template, project manager training	3	4	2	9
	Key Projects	Failure to engage stakeholders effectively	PM	Project management failure	Project at risk, PRC exposed to reputational risk	Project governance framework and template, project manager training	3	4	3	10
	Key Projects	Ineffective information systems	PM	Project management failure	Council incurs opportunity cost of inefficiencies	ICT outsourced to external provider(s)	1	2	3	6
	Key Projects	Adverse media coverage of project	CEO	Project management failure, external factors	Project at risk, PRC exposed to reputational risk	Media relations policy	1	3	1	5
	Key Projects	Legal action arising from project activities	CEO	Project management failure, external factors	PRC exposed to legal, financial and reputational risk	Project governance framework and template, project manager training	1	5	1	7

Council Resolution:

That the PRC Risk register be presented at the Council Meeting biannually.

Voting Requirement: Nil

6.2 Risk matters for Council's attention

Nil

7 Finance

7.1 Statement of financial activity for periods ending April/May/June/July 2013

The following financial statements for the periods ending 30 April, 30 May, 30 June and 30 July 2013 are attached:

Attachments: 2013;	7.1.1	Monthly Financial Report for the period ended 30 April Statement of Comprehensive Income by Program; Statement of Comprehensive Income by Nature/Type; Statement of Financial Position; Statement of Changes in Equity; Statement of Cash Flows; Financial Activity Statement; Summary of Current Assets and Liabilities; Supporting Schedules detailing income and expenditure
2013;	7.1.2	Monthly Financial Report for the period ended 31 May Statement of Comprehensive Income by Program; Statement of Comprehensive Income by Nature/Type; Statement of Financial Position; Statement of Changes in Equity; Statement of Cash Flows; Financial Activity Statement; Summary of Current Assets and Liabilities; Supporting Schedules detailing income and expenditure
2013;	7.1.3	Monthly Financial Report for the period ended 30 June Statement of Comprehensive Income by Program; Statement of Comprehensive Income by Nature/Type; Statement of Financial Position; Statement of Changes in Equity; Statement of Cash Flows; Financial Activity Statement; Summary of Current Assets and Liabilities; Supporting Schedules detailing income and expenditure
2013;	7.1.4	Monthly Financial Report for the period ended 31 July Statement of Comprehensive Income by Program; Statement of Comprehensive Income by Nature/Type; Statement of Financial Position; Statement of Changes in Equity; Statement of Cash Flows; Financial Activity Statement; Summary of Current Assets and Liabilities; Supporting Schedules detailing income and expenditure

2013

7.1.5 Warrant of Payments – 12 February 2013 to 15 April

7.1.6 Warrant of Payments – 16 April 2013 to 05 June 2013

7.1.7 Warrant of Payments – 24 May 2013 to 5 August 2013

Responsible Officer: Mr Tony Friday, Chief Executive Officer
Action Officer: Mr Tony Friday, Chief Executive Officer
Officer Disclosure of Interest: Nil

Purpose

The purpose of this report is to seek Council's consideration and adoption of the Statements of Financial Activity.

Background

The PRC Council is required to review and approve the PRC expenditure and financial position on a regular basis. The PRC's financial system is Xero, which generates Monthly Financial Reconciliations that show the PRC's expenditure and financial position on a monthly basis. Excel spreadsheets are used to provide statutory compliant reporting based on the Xero output. To enable the reporting of material variances to be consistent and compliant with the Local Government Financial Management Regulations (FMR 34) the Council adopted the material variance threshold of plus/minus 10% at sub-program and /or individual project level as per FM 34(1)(d), for the financial year in accordance with Australian Accounting Standards (AAS 5).

The Local Government Act Financial Regulations require that a statement of financial activity, including reporting on revenue and expenditure, an explanation of the composition of net current assets and an explanation of any material variances between actual and (now) revised budget allocations be presented to Council to consider for inclusion in the minutes of the meeting.

Policy Implications

Nil

Legislative Implications

Local Government (Financial Management) Regulations 1996, reg. 13 & 34

Financial Implications

Nil

Conclusion

That Council receive the Monthly Financial Statements and List of Accounts for Financial Year to date, the Statement of Financial Activity and commentaries on variances to the adopted budget for the period ended 30 April, 30 May, 30 June and 30 July 2013.

Voting Requirement: Simple Majority

Council Resolution:

That Council received the Monthly Financial Statements, the Statements of Financial Activity and commentaries on variances to the adopted budget for the period ending 30 April, 30 May, 30 June and 30 July 2013.

Moved: Cr George Daccache

Seconded: Cr Kerry White

Result: 7/0

7.2 Draft PRC FY14 budget

Attachments: 7.2.1 Draft PRC FY14 budget
Responsible Councillor: Cr Lynne Craigie, Chairperson
Action Officer: Mr Tony Friday, Chief Executive Officer
Officer Disclosure of Interest: Nil

Purpose

Presented for Councils' consideration is the PRC draft budget for FY14.

Background

Council endorsed the PRC corporate business plan at its last meeting. A draft budget is now tabled based on the endorsed PRC corporate business plan and items previously considered by Council.

Councils' budgeted income is based around a contribution by member Councils, amounts carried forward, grants and other contributions. In order to undertake a review of material variances the regional Local Government is required to set a material variance expressed in a percentage and/or in dollar terms i.e. Greater than 10% and/or greater than \$5,000.

Legislative Implications

Section 6.2 of the Local Government Act 1995 requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of the Local Government Act 1995 refer to the setting of budgets and raising of rates and charges. The Local Government (Financial Management) Regulations 1996 details the form and content of the budget.

Section 6.2 (1) of the Local Government Act states:

6.2. Local government to prepare annual budget

(1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August. * Absolute majority required.*

Section 6.2 and 6.4 of the Local Government Act.

Financial Management Regulations 1996 S6.4 - 34 (5)

(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Financial Implications

Specific financial implications are as outlined in the above sections of this report and as itemised in the preliminary FY14 Draft Budget attached for consideration.

Conclusion

In conclusion, the FY14 draft budget ensures the ongoing administration of the PRC and the projects identified in the corporate business plan for FY14 will be met.

Council is required to give consideration to adopting the FY14 draft budget

Voting Requirement: Absolute Majority

Council Resolution:

That Council:

1. Pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, adopt the Annual Budget, as contained in Attachment 7.2.1 of this agenda and the minutes, for the Pilbara Regional Council for the FY14 financial year.
2. In accordance with Regulation 34(5) of the Local Government (Financial management) Regulations 1996, adopt the material variance of 10% of actual to budget for the purpose of analysing the financial activity statements and the review of the annual budget.

Moved: Cr Fiona White - Hartig
Seconded: Cr George Daccache
Result: 7/0

7.3 Other finance matters

Nil

8 WALGA

8.1 State Council agenda

Attachments: Nil
Responsible Councillor: Cr Lynne Craigie, Chairperson
Action Officer: Mr Tony Friday, Chief Executive Officer
Officer Disclosure of Interest: Nil

Purpose

To seek Council agreement to the Pilbara Country Zone's position on the WALGA State Council meeting.

Background

The Pilbara Regional Council is also the secretariat to WALGA Pilbara Country Zone delegate and is responsible for assisting the delegate to prepare to represent the Zone at the next State Council meeting. WALGA has distributed its State Council agenda for its meeting.

The Pilbara Country Zone delegate will represent the Zone's views at the State Council meeting and is seeking feedback on State Council agenda items to represent the Zone's views at the State Council meeting.

State Council Agenda Items

State Council Agenda is divided into three main parts that require Zone endorsement or comment, which are Part 5 – Matters for Decision; Part 6 – Matters for Noting / Information; and Part 7 – Organisational Reports.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Nil

Conclusion

A copy of the State Council agenda is available on the WALGA website www.walga.asn.au. The Pilbara Zone Councillors and CEO have reviewed the State Council agenda and have noted the issues. The Pilbara Zone Delegate to the State Council is requested to pass on the Pilbara Zone's concerns at the next meeting of the State Council.

Voting Requirement: Simple Majority

Council Resolution:

That the Council endorse the Pilbara Country Zone Delegate to pass on the Zone's endorsements and comments on the matters for the State Council consideration.

Moved: Cr George Daccache
Seconded: Cr Sharon Vertigan
Result: 7/0

8.2 WALGA State Council report

Attachments: 8.2.1 State Council President's Report
Responsible Councillor: Cr Kelly Howlett – Councillor to State Council
Action Officer: Mr Tony Friday, Chief Executive Officer
Officer Disclosure of Interest: Nil

Presented for Council's information will be Mayor Mr Troy Pickard, President, WALGA State Council Report.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Nil

Voting Requirement: Simple Majority

Council Resolution:

That the State Council President's Report was noted as presented.

Moved: Cr Fiona White - Hartig

Seconded: Cr Doug Stead

Result: 7/0

9 Regional collaborative group

9.1 Implementation of regional business plan

Attachments:	Nil
Responsible Officer:	Mr Tony Friday, Chief Executive Officer
Author Name:	Mr Tony Friday, Chief Executive Officer
Disclosure of Interest:	Nil

Purpose

The purpose of this report is to inform the Council of the activities undertaken to acquit DLG grant funding in support of the implementation of the Regional Business Plan.

Background

The Department of Local Government provides grant funding to support Regional Local Governments in adopting elements of the integrated strategic planning framework. In the past, these funds have been used to draft a Pilbara Regional Business Plan, and to conduct enterprise risk management and corporate governance reviews within each Local Government. In FY14, these funds have been allocated towards two strategic projects: Payroll Processing and Regional Migration Agreement.

PAYROLL PROCESSING: The PRC members have had an opportunity to review the detailed business cases, with both SoA and SoR committing to implementation phase. SoEP have elected to retain their existing payroll processing structures, and ToPH are yet to communicate a final decision. Full implementation requires the consent of a majority of members per the RPC constitution.

REGIONAL MIGRATION AGREEMENT: A RMA proposal has been drafted by KPMG and ready for presentation to DTWD as State lead agency. Federal Government now in caretaker mode, so formal application will not be lodged with DIAC until November.

Policy Implications

Nil.

Legislative Implications

Nil

Financial Implications

Nil

Conclusion

Nil

Officer Recommendation

That the items presented for noting only be received.

Voting Requirement

Nil

2014 Pilbara/Kimberley Forum Update

That the Council suggest that next Council Meeting:

- A comparison report showing budget benefit (Perth vs Jakarta) must be tabled.
- Confirm option dates.
- A financial risk analysis report should be presented.
- That the decision will be hold over until 14th October meeting.

Voting Requirement

Null

10 Meeting Administration

10.1 Date of next ordinary meeting of Council

The next Council meeting will be held at 9am on 14th October 2013 at the State Library of WA.

10.2 Official close

The Chairperson declared the meeting closed at 12:30pm.



Policy No (CORP_GOV): ELM04

Policy Name: **CODE OF CONDUCT POLICY FOR COUNCILLORS,
COMMITTEE MEMBERS AND STAFF**

File No: ELM04
OR.CR (Superseded)

Policy Purpose: The Code provides a guide and a basis of expectations for Council Members, Committee Members and staff. It encourages a commitment to ethical and professional behaviour and outlines principles in which individual and collective Local Government responsibilities may be based.

Principles / Framework: Governance and Leadership

Application: All Councillors, Committee Members and Staff

Statutory Environment: The Code of Conduct observes statutory requirements of the Local Government Act 1995 (S 5.103 – Codes of Conduct) and Local Government (Administration) Regulations 1996 (Regs 34B and 34C).

Minute Number: 12.07.1045

Approval Date: Adopted Ordinary Meeting of Council 15 May 2001
Ordinary Meeting of Council 20 November 2002
Ordinary Meeting of Council 11 February 2003
Ordinary Meeting of Council 15 July 2003
Ordinary Meeting of Council 11 April 2006
Ordinary Meeting of Council 20 November 2013

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COMMUNICATION WITH DEVELOPERS AND INTEREST GROUPS

PREAMBLE

The Code of Conduct provides Councillors, Committee Members and staff in the Shire of Ashburton consistent guidelines for an acceptable standard of professional conduct. The Code addresses in a concise manner the broader issue of ethical responsibility and encourages greater transparency and accountability in Local Governments.

The Code is complementary to the principles adopted in the Local Government Act and regulations which incorporates four fundamental aims to result in:

- a) better decision-making by local governments;
- b) greater community participation in the decisions and affairs of local governments;
- c) greater accountability of local governments to their communities; and
- d) more efficient and effective local government.

It is intended to provide an elementary guide to:-

- a) complying with statutory duty to act honestly and exercise due diligence and a high degree of care.
- b) identifying and resolving situations which could result in:-
 - i) conflict of interests;
 - ii) impropriety;
 - iii) improper use of their positions;
 - iv) improper use of the Shire's resources.
- c) acting in ways which enhance both public perception and confidence in the Shire's administration and the system of Local Government in Western Australia.

STATUTORY ENVIRONMENT

The Code of Conduct observes statutory requirements of the Local Government Act 1995 (S 5.103 – Codes of Conduct) and Local Government (Administration) Regulations 1996 (Regs 34B and 34C).

RULES OF CONDUCT

Council Members acknowledge their activities, behaviour and statutory compliance obligations may be scrutinised in accordance with prescribed rules of conduct as described in the Local Government Act 1995 and Local Government (Rules of Conduct) Regulations 2007.

1. ROLE OF A COUNCIL MEMBER

The Role of Council Members is set out in S 2.10 of the Local Government Act 1995.

The role of Councillors is complex in that they are required to act simultaneously in three capacities as politicians, representatives and as a member of the governing body

As politicians they are concerned with public services and with social change. As representatives they need to reflect the values and aspirations of the broad community. As members of the governing body they share collective responsibility for the appointment and monitoring of the CEO, deciding the strategic direction for the local government within financial constraints and by adopting policies to provide guidance to Councillors and staff.

An Councillor:

- a) Represents the interests of electors, ratepayers and residents
- b) Provides leadership and guidance to the community
- c) Facilitates communication between community and council
- d) Participates in local governments decision making processes

A Councillor's primary role is to represent the community. The translation of the community's needs and aspirations into a direction and future for the Council will be the focus of the Councillor's public life.

A Councillor is part of the team in which the community has placed its trust to make decisions on its behalf. The community is therefore entitled to expect high standards of conduct from its elected representatives.

In fulfilling the various roles, Councillors' activities will focus on:

- a) Achieving a balance in the diversity of community views to develop an overall strategy for the future of the community;
- b) Achieving sound financial management and accountability in relation to the Council's finances;
- c) Ensuring that appropriate mechanisms are in place to deal with the prompt handling of residents' concerns;
- d) Working with other governments and organisations to achieve benefits for the community at both a local and regional level; and
- e) Having an awareness of the statutory obligations imposed on Councillors and on local governments.
- f) The primary role of the Council is to make decisions for the good government of the residents and ratepayers of the Shire of Ashburton.
- g) In undertaking this role the focus of the Council will be the effective translation of the community's needs and aspirations into an agreed direction and future of the Shire.

The primary role of the Council's Staff is to assist Council to make decisions in the community's best interest. The focus of all Council Staff will be the effective translation of Council decisions into an efficient, effective and professional service to the community. The objective of Council's Staff is to ensure that the Shire of Ashburton continues to be a progressive, customer focused organisation, delivering services and providing infrastructure that is responsive and appropriate to the needs of the community.

In fulfilling their various roles and objectives better, Councillors and Staff will work towards fostering economic prosperity and enhance the standard of living for people who live and work in our community. This will be done through the provision and facilitation of a range of relevant services, by positioning the community for diverse future development opportunities, supported by strong alliances with the business, government and community sectors.

1.1 Role of Staff

The role of staff is determined by the functions of the CEO as set out in S 5.41 of the Local Government Act 1995 : -

"The CEO's functions are to —

- (a) advise the council in relation to the functions of a local government under this Act and other written laws;*
- (b) ensure that advice and information is available to the council so that informed decisions can be made;*
- (c) cause council decisions to be implemented;*
- (d) manage the day to day operations of the local government;*
- (e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions;*
- (f) speak on behalf of the local government if the mayor or president agrees;*

- (g) *be responsible for the employment, management supervision, direction and dismissal of other employees (subject to S 5.37(2) in relation to senior employees);*
- (h) *ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and*
- (i) *perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.”*

1.2 Role of Council

The Role of the Council is in accordance with S 2.7 of the Local Government Act 1995 :

“(1) The council —

- (a) governs the local government’s affairs; and*
- (b) is responsible for the performance of the local government’s functions.*

(2) Without limiting subsection (1), the council is to —

- (a) oversee the allocation of the local government’s finances and resources; and*
- (b) determine the local government’s policies.”*

1.3 Relationships between Council Members and Staff

An effective Councillor will work as part of the Council team with the Chief Executive Officer and other members of staff. That teamwork will only occur if Council Members and staff have a mutual respect and co-operate with each other to achieve the Council’s corporate goals and implement the Council’s strategies. To achieve that position, Council Members need to observe their statutory obligations which include, but are not limited to, the following :

- a) accept that their role is a leadership, not a management or administrative one;
- b) acknowledge that they have no capacity to individually direct members of staff to carry out particular functions;
- c) refrain from publicly criticising staff in a way that casts aspersions on their professional competence and credibility.

1.4 Communications with Developers and Interest Groups

Councillors and Committee Members should be mindful that meetings with developers could compromise their impartiality in the decision making process and should at all times have a council officer present if such a meeting is considered necessary. To further protect Councillors from any suggestion of inappropriate behaviour, especially when dealing with matters of a controversial nature, written advice on the proforma at Attachment 2 should be recorded, ideally within 48 hours, with the Shire President and CEO giving details of such meetings.

NB: The Local Government Operational Guidelines No. 12 titled Elected Members Relationship with Developers provides further guidance on this matter.

2. CONFLICT AND DISCLOSURE OF INTEREST

2.1 Conflict of Interest

- a) Council Members, Committee Members and staff will ensure that there is no actual (or perceived) conflict of interest between their personal interests and the impartial fulfilment of their professional duties.
- b) Staff will not engage in private work with or for any person or body with an interest in a proposed or current contract with the Local Government, without first making disclosure to the Chief Executive Officer. In this respect, it does not matter whether advantage is in fact obtained, as any appearance that private dealings could conflict with performance of duties must be scrupulously avoided.
- c) Council Members, Committee Members and staff will lodge written notice with the Chief Executive Officer describing an intention to undertake a dealing in land within the local government area or which may otherwise be in conflict with the Council's functions (other than purchasing the principal place of residence).
- d) Council Members, Committee Members who exercise recruitment or other discretionary functions will make disclosure to the President before dealing with relatives or close friends and may be disqualified from dealing with those persons.
- e) Staff who exercise recruitment or other discretionary functions will make disclosure to the CEO before dealing with relatives or close friends and may be disqualified from dealing with those persons.
- f) Staff will refrain from partisan political activities which could cast doubt on their neutrality and impartiality in acting in their professional capacity. An individual's rights to maintain their own political convictions are not impinged upon by this clause. It is recognised that such convictions cannot be a basis for discrimination and this is supported by anti-discriminatory legislation.

2.2 Financial Interest

Council Members, Committee Members and staff will adopt the principles of disclosure of financial interest as contained within the Local Government Act.

2.3 Disclosure of Interest

Definition :

In this clause, and in accordance with Regulation 34C of the Local Government (Administration) Regulations 1996 -

“interest” means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

- (a) A person who is an employee and who has an interest in any matter to be discussed at a council or committee meeting attended by the person is required to disclose the nature of the interest –
 - (i) in a written notice given to the CEO before the meeting; or
 - (ii) at the meeting immediately before the matter is discussed.
- (b) A person who is an employee and who has given, or will give, advice in respect of any matter to be discussed at a council or committee meeting not attended by the person is required to disclose the nature of any interest the person has in the matter –

- (i) in a written notice given to the CEO before the meeting; or
 - (ii) at the time the advice is given.
- (c) A requirement described under items (a) and (b) exclude an interest referred to in S 5.60 of the Local Government Act 1995.
- (d) A person is excused from a requirement made under items (a) or (b) to disclose the nature of an interest if -
- (i) the person's failure to disclose occurs because the person did not know he or she had an interest in the matter; or
 - (ii) the person's failure to disclose occurs because the person did not know the matter in which he or she had an interest would be discussed at the meeting and the person discloses the nature of the interest as soon as possible after becoming aware of the discussion of a matter of that kind.
- (e) If a person who is an employee makes a disclosure in a written notice given to the CEO before a meeting to comply with requirements of items (a) or (b), then –
- (i) before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
 - (ii) immediately before a matter to which the disclosure relates is discussed at the meeting the person presiding is to bring the notice and its contents to the attention of the persons present.
- (f) If -
- (i) to comply with a requirement made under item (a), the nature of a person's interest in a matter is disclosed at a meeting; or (ii) a disclosure is made as described in item (d)(ii) at a meeting; or
 - (iii) to comply with a requirement made under item (e)(ii), a notice disclosing the nature of a person's interest in a matter is brought to the attention of the persons present at a meeting, the nature of the interest is to be recorded in the minutes of the meeting.

3. PERSONAL BENEFIT

3.1 Use of Confidential Information

Councillors and Staff will not use confidential information to gain improper advantage for themselves or for any other person or body, in ways which are inconsistent with their obligation to act impartially, or to improperly cause harm or detriment to any person or organisation.

3.2 Intellectual Property

The title to Intellectual Property in all duties relating to contracts of employment will be assigned to the Council upon its creation unless otherwise agreed by separate contract.

3.3 Improper or Undue Influence

Councillors and Staff will not take advantage of their position to improperly influence other Councillors or Staff in the performance of their duties or functions, in order to gain undue or improper (direct or indirect) advantage or gain for themselves or for any other person or body.

3.4 Gifts

Definitions :

In this clause, and in accordance with Regulation 34B of the Local Government (Administration) Regulations 1996 -

“activity involving a local government discretion” means an activity -

- (a) that cannot be undertaken without an authorisation from the local government; or*
- (b) by way of a commercial dealing with the local government;*

“gift” has the meaning given to that term in S 5.82(4) except that it does not include -

- (a) a gift from a relative as defined in S 5.74(1); or*
- (b) a gift that must be disclosed under Regulation 30B of the Local Government (Elections) Regulations 1997; or*
- (c) a gift from a statutory authority, government instrumentality or non-profit association for professional training;*

“notifiable gift”, in relation to a person who is an employee, means -

- (a) a gift worth between \$50 and \$300; or*
- (b) a gift that is one of 2 or more gifts given to the employee by the same person within a period of 6 months that are in total worth between \$50 and \$300;*

“prohibited gift”, in relation to a person who is an employee, means -

- (a) a gift worth \$300 or more; or*
- (b) a gift that is one of 2 or more gifts given to the employee by the same person within a period of 6 months that are in total worth \$300 or more.*

- (a) A person who is an employee is to refrain from accepting a prohibited gift from a person who -
 - (i) is undertaking or seeking to undertake an activity involving a local government discretion; or
 - (ii) it is reasonable to believe is intending to undertake an activity involving a local government discretion.
- (b) A person who is an employee and who accepts a notifiable gift from a person who -
 - (i) is undertaking or seeking to undertake an activity involving a local government discretion; or
 - (ii) it is reasonable to believe is intending to undertake an activity involving a local government discretionmust notify the CEO, in accordance with item (c) and within 10 days of accepting the gift, of the acceptance.
- (c) The notification of the acceptance of a notifiable gift must be in writing and include -
 - (i) the name of the person who gave the gift; and
 - (ii) the date on which the gift was accepted; and
 - (iii) a description, and the estimated value, of the gift; and
 - (iv) the nature of the relationship between the person who is an employee and the person who gave the gift; and
 - (v) if the gift is a notifiable gift under paragraph (b) of the definition of “notifiable gift” (whether or not it is also a notifiable gift under paragraph (a) of that definition) –
 - (1) a description; and
 - (2) the estimated value; and
 - (3) the date of acceptance,of each other gift accepted within the 6 month period.

- (d) The CEO is to maintain a register of notifiable gifts and record in it details of notifications given to comply with a requirement made under item (c).
- (e) This clause does not apply to gifts received from a relative (as defined in S 5.74(1) of the Local Government Act) or an electoral gift (to which other disclosure provisions apply).
- (f) This clause does not prevent the acceptance of a gift on behalf of the local government in the course of performing professional or ceremonial duties in circumstances where the gift is presented in whole to the CEO, entered into the Register of Notifiable Gifts and used or retained exclusively for the benefit of the local government.

4. CONDUCT OF COUNCILLORS AND STAFF

4.1 Personal Behaviour

Councillors and staff will:

- a) Act and be seen to act, properly and in accordance with the requirements of the law and the terms of this Code;
- b) Perform their duties impartially and in the best interests of the Council and the community uninfluenced by fear or favour;
- c) Act in good faith (ie. honestly, for the proper purpose, and without exceeding their powers) in the interests of the Council and the community;
- d) Make no allegations which are improper or derogatory (unless true and in the public interest) and refrain from any form of conduct, in the performance of their official or professional duties, which may cause any reasonable person unwarranted offence or embarrassment; and
- e) Always act in accordance with their obligation of fidelity to the Council.
- f) Councillors will represent and promote the interests of the Council, while recognising their special duty to their own constituents.
- g) refrain from publicly criticising Councillors in a way that casts aspersions on their professional competence and credibility.

4.2 Honesty and Integrity

Councillors and staff will:

- a) Observe the highest standards of honesty and integrity, and avoid conduct which might suggest any departure from these standards;
- b) Bring to the notice of the President any dishonesty or possible dishonesty on the part of any other member, and in the case of an employee to the Chief Executive Officer; and
- c) Be frank and honest in their official dealing with each other.

4.3 Performance of Duties

S. 2.10 of the Act states that Councillors are required to:

- a) represent the interests of electors, ratepayers and residents of the district;
- b) provide leadership and guidance to the community in the district

These two roles are performed simultaneously. Councillors are 'representative' of the people who live in that particular district.

They have been elected to use their leadership skills and be prepared to make sometimes difficult decisions that will guide the community towards a better outcome.

It is important for Councillors to bear these requirements in mind when considering matters before council. It is a common misapprehension, particularly when wards are involved that the consideration of matters should align with the potential effect of a decision upon a ward. Instead Councillors are required to bring to the matter their knowledge and understanding of local consequences impacting on the whole community. Ultimately, Councillors have an obligation to decide an issue taking into account the 'greater good' of the community as a whole.

While on duty, Staff will give their whole time and attention to the Local Government's business and ensure that their work is carried out efficiently, economically and effectively, and that their standard of work reflects favourably both on them and on the Local Government.

Councillors will at all times exercise reasonable care and diligence in the performance of their duties, being consistent in their decision making but treating all matters on individual merits. Councillors will be as informed as possible about the functions of the Council, and treat all members of the community honestly and fairly.

4.4 Compliance with Lawful Orders

Councillors and Staff will comply with any lawful order given by any person having authority to make or give such an order, with any doubts as to the propriety of any such order being taken up with the superior of the person who gave the order and, if resolution cannot be achieved, with the Chief Executive Officer.

Councillors and Staff will give effect to the lawful policies of the Council, whether or not they agree with or approve of them.

4.5 Administrative and Management Practices

Councillors and Staff will ensure compliance with proper and reasonable administrative practices and conduct, and professional and responsible management practices.

4.6 Corporate Obligations

a. Standard of Dress

Staff and Councillors, whilst at a meeting or representing Council are expected to comply with neat and responsible dress standards at all times. Staff that have been provided with a uniform are to wear that in accordance with Council Policy EMP04 – Corporate Uniform Policy. The Chief Executive Officer reserves the right to raise the issue of dress with individual Staff.

b. Communication and Public Relations

- i. All aspects of communication by Staff (including verbal, written or personal), involving the Council's activities should reflect the status and objectives of the Council. Communications should be accurate, polite and professional.
- ii. To facilitate the thorough understanding of issues for consideration at Council meetings prior discussion of those issues between Councillors and the appropriate Executive Manager shall occur prior to the Council meeting.
- iii. As a representative of the community, Councillors need to be not only responsive to community views, but to adequately communicate the attitudes and decisions of the Council.
- iv. As a member of the Council there is respect for the decision making processes of the Council which are based on a decision of the majority of the Council.
- v. Information of a confidential nature ought not to be communicated until it is no longer treated as confidential.
 - a. This is referenced in 6.15 of the proposed Standing Orders 2012, and it requires that a future decision of Council is needed before a document marked 'confidential' can be considered a public document under Section 5.95 of the Local Government Act.
 - b. It is considered a matter of good governance that the lifting of confidentiality should be considered on a case-by-case basis rather than simply due to passage of time or by virtue of an administrative ruling.
 - c. It doesn't place a particularly onerous obligation on either the administration or the Council, it permits the release of confidential information based on sound rationale and it provides a safeguard against inappropriate release of information that should remain confidential.
 - d. Information relating to decisions of the Council on approvals, permits and so on ought only be communicated in an official capacity in writing, by a designated officer of the Council; and
 - e. Information concerning adopted policies, procedures and decisions of the Council is conveyed accurately
- vi. Committee Members accept and acknowledge it is their responsibility to observe any direction the Local Government may adopt in terms of advancing and promoting the objectives of the Committee to which they have been appointed.

4.7 Appointments to Committees

Councillors and Staff are often asked to represent the Council on external organisations. Such positions should only be accepted within time and other constraints which do not adversely reflect on Council's commitment to that organisation, and in doing so; Councillors and Staff should fairly represent the Council's position to the best of their abilities as it is understood by them at that time.

It is important that Councillors and Staff:

- a) Clearly understand the basis of their appointment; and
- b) Provide regular reports on the activities of the organisation

4.8 Information

Councillors must be aware of legislative requirements in relation use of information gained through their position as Councillors and sent via approved mediums to Councillors;

Local Government Act 1995 (as amended)

5.93 Improper use of information

A person who is a council member, a committee member or an employee must not make improper use of any information acquired in the performance by the person of any of his or her functions under this Act or any other written law —

- (a) to gain directly or indirectly an advantage for the person or any other person; or
- (b) to cause detriment to the local government or any other person.

Penalty: \$10 000 or imprisonment for 2 years.

4.9 Access to Information

- a) Staff will ensure that Councillors are given access to all information necessary for them to properly perform their functions and comply with their responsibilities as Councillors.
- b) Councillors will ensure that information provided will be used properly and to assist in the process of making reasonable and informed decisions on matters before the Council.

4.10 Dealing with the Media – Making Public Comment

The media includes all traditional forms of media and extends to dealings with reporters from newspaper, television and radio and contributions made to social media sites such as Facebook, Twitter etc.

- a) Only the President or the CEO if the President is in agreement can speak on behalf of the Shire.
- b) Unless otherwise authorised to do so Councillors who make public statements express them as opinions only, which do not necessarily represent the Shire's position.
- c) Councillors who speak publicly against any Council resolution without authorisation to do so could be using the information, or be seen to use the information improperly and run the risk of causing detriment to the Shire.
- d) Consequently, Councillors should not speak publicly about Council business without authorisation to do so.
- e) All media contact by Councillors must be reported to the CEO or Communication and Media Manager, regardless of whether or not information has been exchanged.
- f) All contact Councillors have with people outside the Shire, media or otherwise, should be positive, informative and appropriate.
- g) The Shire's Strategic Media Directive provides guidelines for Staff on the process and procedures associated with publicity issues. (Ref: ADM07).

5. DEALING WITH COUNCIL PROPERTY

5.1 Use of Local Government Resources

- a. Councillors and Staff will:
 - (i) Be scrupulously honest in their use of the Council's resources and shall not misuse them or permit their misuse (or the appearance of misuse) by any other person or body;
 - (ii) Use the Council's resources entrusted to them effectively and economically in the course of their duties; and
 - (iii) Not use the Council's resources (including the services of Council staff) for private or business related purposes (other than when supplied as part of a contract of employment in the case of staff), unless properly authorised to do so, and appropriate payments are made (as determined by the Chief Executive Officer).
- b. Travelling and Sustenance Expenses
Councillors and Staff will only claim or accept travelling and sustenance expenses arising out of travel related matters which have a direct bearing on the services, policies or business of the Council in accordance with the provision of the Local Government Act 1995 and Council Policy ELM06 Councillors Accommodation, Travel and Incidental Expenses whilst on Council Business.

6. BREACHES AND ENFORCEMENT OF THE CODE OF CONDUCT

Local Government Act 1995 S 5.105. Breaches by council members

Making a Minor Breach Complaint to the Panel

A minor breach complaint to the Panel is to be made on the approved forms which can be downloaded below. The complaint must be made within two years after the alleged breach has occurred. The completed complaint form must be sent to the complaints officer of the relevant local government. The person complained about must be a current serving elected member of a local government at the time the complaint is made.

<http://www.dlg.wa.gov.au/Content/LG/LGStandardsPanel/Complaint.aspx>

6.1 Reporting Alleged Breaches of the Code

- a) Councillors will report an alleged breach by a Councillor or employee to the President who will in turn refer the alleged breaches by an employee to the Chief Executive Officer.
- b) Employees will report an alleged breach by a Councillor or employee to the Local Government Complaints Officer who in turn will refer alleged breaches by a Councillor to the Chief Executive Officer or President.
- c) Councillors and employees will report an alleged breach by the Chief Executive Officer to the President.
- d) Councillors will report an alleged breach by the President to the Deputy President.

6.2 Responsibility for Upholding the Code

- a) All Council members have a shared responsibility for upholding the Code.
- b) The President is responsible for dealing with alleged breaches of the Code by a Councillor or the Chief Executive Officer.

- c) The Chief Executive Officer is responsible for dealing with an alleged breach by an employee.
- d) The Deputy President is responsible for dealing with an alleged breach by the President.

6.3 Misconduct

The CEO has a statutory obligation to report, to the Crime and Corruption Commission:

- a) Any allegation of misconduct; or
- b) Any situation that otherwise comes to his or her attention involving misconduct, where the CEO considers on reasonable grounds that misconduct may have occurred.

[Signature]

[Print Name]

Shire President

Monitor and Review

Chief Executive Officer

Last Review Date

Ordinary Meeting of Council 20 November 2013

Next Review Date

November 2015

This policy is to remain in force until otherwise determined by the Council or superseded.

SHIRE OF ASHBURTON



Communication with Developers and Intrest Groups

Clause 4.6 (c) of the Shire of Ashburton Code of Conduct requires Council Members and Committee Members to provide written advice in the prescribed form which details discussions had at meetings held with developers and interest groups.

The Local Government Operational Guidelines No. 12 titled Elected Members Relationship with Developers provides further guidance on this matter. [Local Government Operational Guidelines](#)

Date Of Meeting:	
Place of Meeting:	

Attendees:

Topic of Discussion:

Details of Discussion:

Name of Member Making Declaration	
Signature:	Date:

Governance Manual

2013

Version Control

This is a controlled document of the Shire of Ashburton

Originated date: November 2013

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Shire President: _____

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Amendments

Title new / removed policy	Replacing Policy	Date

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Preface

Corporate governance is a system of processes through which an organisation makes decisions and how it directs, controls and monitors its operations. The systems are complex and are required by legislation. The Governance Manual will assist the Council to achieve its commitment to excellence in governance.

The Manual links the respective roles under the Local Government Act and other relevant legislation with the suite of available governance documents. It is designed to provide guidance and information to the major participants in all functions and governance processes of the Council.

It will act as:

- an introduction for new Councillors and staff members to the governance framework and processes for the Council;
- a guide and reference for Councillors in performing their duties as elected representatives;
- a document that establishes clear guidelines for the day-to-day governance of the Council.
- a basis to monitor the performance of the Council and administration in working towards excellence in governance.

The manual has been based on a number of existing governance frameworks, but in particular “Excellence in Governance for Local Government” produced by the Local Government Managers Australia and CPA Australia.

The Manual is divided into five parts:

Part One: Principles, values, vision, and mission

- The principles, values, vision and mission establish the underlying aspects that should govern every aspect of Council corporate operations.

Part Two: Overview of corporate governance

- This section introduces the need for a governance manual. It explains the importance of good governance and the critical factors to be considered for all stakeholders in governance processes.

Part Three: Council governance statement and framework

- This part outlines the conceptual governance framework for the Council. It provides a statement of commitment to good governance principles within which all Elected Members and staff should operate. The framework highlights the inter-relationship between different aspects of good governance and illustrates how the Councillors and staff must work in a collegiate way to ensure strength and success in the Council's governance practices.

Part Four: Detailed Guidelines for good governance practice

- Provides more detailed guidelines on how good governance is carried out. The section covers roles and responsibilities, decision-making, accountability and sustainability.

Part Five: Appendix - Policies

Policies provided reference essential documents that support the governance processes and procedures of the Council.

Summary

The Governance Manual will form the basis for an annual corporate governance review by Council which will assess the effectiveness of the Elected Members and administration in achieving good governance.

Part 1: Principles, Vision and Mission

1.1 Principles

Clear principles govern how decisions are made by the whole organisation. All decisions should be measured against the principles to ensure that the governance processes and practices adhere to the overarching principles of operation. Individual elected members and staff take specific responsibility for governance in their own activities. Individual actions in governance must demonstrate values that reflect best practice in governance and alignment with the agreed principles. The vision, mission and values of the Council demonstrate how the five principles above are incorporated in a Vision that provides the long term goals for the Council and the Mission that states the focus and commitment of the Council within the next five years. Five key principles have been identified to assist Council achieve excellence in governance. These are:

Principle 1. - Clear Vision And Culture.

- Uniting in a clear vision and positive culture that respects the natural and built heritage of the Council as well as community needs and aspirations.

Principle 2. – Productive Roles and Relationships.

- Valuing the different roles of the various elements of a local government and the need for positive working relationships between these elements.

Principle 3. – Good leadership.

- Demonstrating exemplary leadership qualities through effective decision-making and related management processes that reflect transparency, integrity and sustainability.

Principle 4. - Accountability.

- Accounting for all local government activities and installing and maintaining systems which reinforce accountability and which communicate outcomes achieved to the community.

Principle 5. – Commitment to Sustainability

- Making the right decisions for both now and for future generations, in careful monitoring of progress to avoid negative impact, and, in ensuring a positive change for improved results and outcomes.

1.2 Shire of Ashburton Vision

'The Shire of Ashburton will be a vibrant and prosperous place for work, leisure and living'

1.3 Shire of Ashburton Mission

'Working together, enhancing lifestyle and economic vitality'

In accordance with our Mission, the Councillors and Officers of the Shire of Ashburton, as individuals, and as a group of people working together, uphold the principles in our work on behalf of the community to work towards the Shire.

1.4 Shire of Ashburton Focus

In the context of the Shire of Ashburton's objectives to strengthen and diversify opportunities and experiences for people living, visiting, working and learning in the Shire, strategies will address the following six key areas:

Diversify and Strengthen the Economy

- Focuses on ensuring that the Shire's economic base is robust, broad and able to service future growth

Include and Engage Our Community

- Ensures lifestyle is enhanced by providing access to satisfactory health and educational services, as well as quality recreational, community and social services.

A Connected and Accessible Region

- Addresses the need for people to have a high standard of access to their neighbourhood community, region and world by means of high quality transport and communication systems.

Conserve and Enhance the Environmental and Cultural Heritage

- Ensures that the Shire's diverse natural, cultural and built environment is conserved

Community Safety and Security

- Promotes an environment which is safe and secure from both natural and societal risks

A Well Managed and Contemporary Corporation

Delivers effective and accountable governance and administration within the Shire organisation, achieved by demonstrating:

- Economic growth and diversity
- Quality lifestyle and social wellbeing
- Ecological sustainability and environmental management
- Improved services and infrastructure
- Best practice local government management

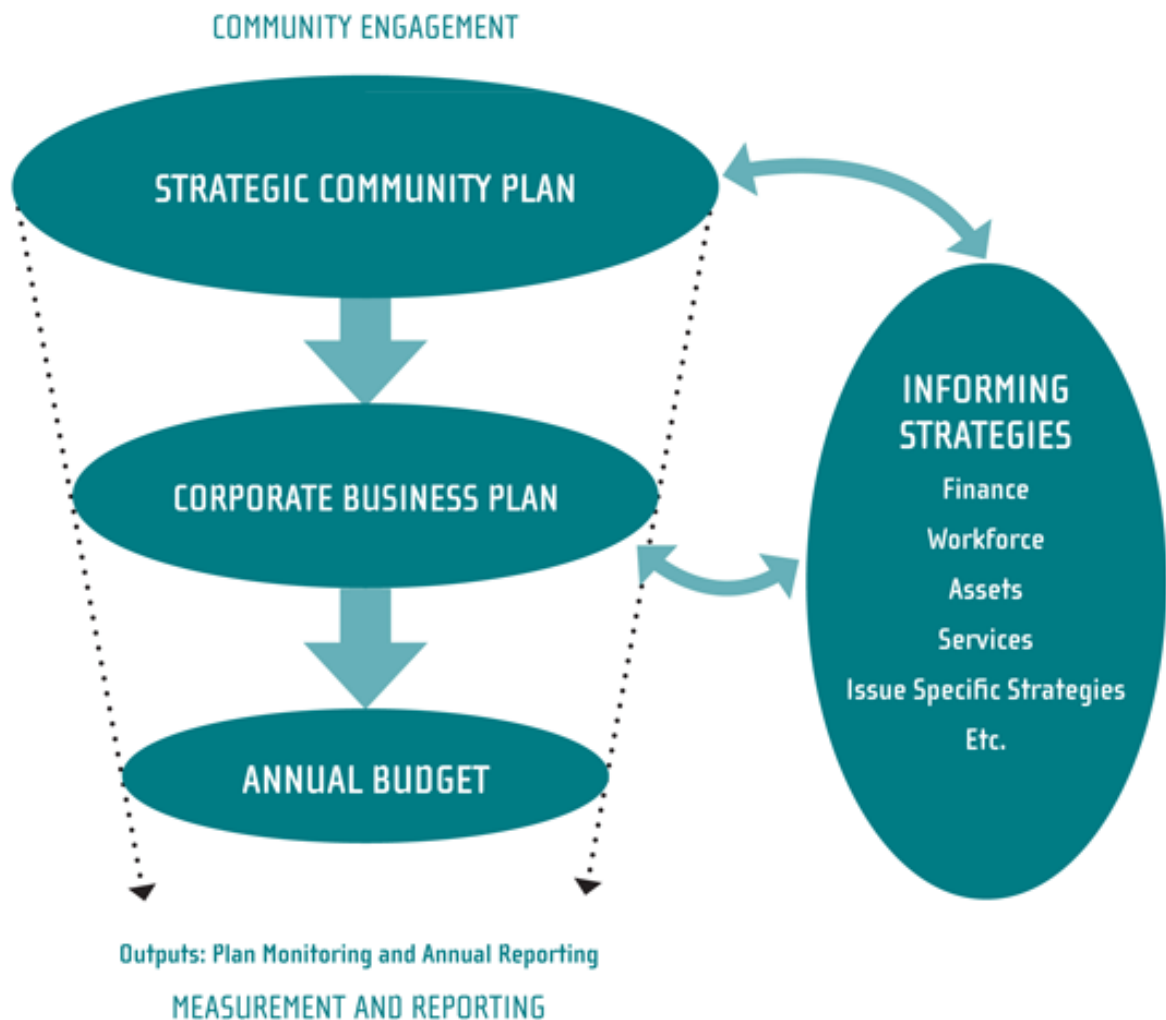
1.4 Strategic Planning Context

Integrated planning and reporting, gives local governments a framework for establishing local priorities and to link this information to operational functions.

Legislation changes gazetted in August 2011 require compliance to this approach that can be tabled to the size and structure of each local government as long as the principles and practices of the framework are upheld.

Ref: A "plan for the future" - S5.56(1) of the Local Government Act (1995)

Elements of the Integrated Planning Framework



The **Strategic Community Plan** responds to three questions put to the community and the local government:

- Where are we now?
- Where do we want to be?
- How do we get there?

The plan prioritises community aspirations giving consideration to:

- Social objectives.
- Economic objectives.
- Environmental objectives.
- Factors such as changing demographics and land use.

It is at least a 10 year Plan

The **Corporate Business Plan** activates the Strategic Community Plan by responding to:

- Council's distillation and prioritisation of the community's short, medium and long term aspirations.
- Existing operational plans, priorities and external factors impacting on resourcing.
- The assessment and integration of services and business area plans.

The process through which the Corporate Business Plan is developed incorporates:

- Activating the Strategic Community Plan.
- Operations Planning - including:
 - Asset Management.
 - Financial Management.
 - Workforce Management.

It is for at least 4 years

Ref: <https://integratedplanning.dlg.wa.gov.au>

Part 2 Overview of Corporate Governance

2.1 Governance in the Legislative Environment.

Local Governments in Western Australia are required to make decisions, report them and implement them according to the provisions of the Local Government Act 1995 (the Act). Other legislation regulates the way in which a local government exercises its authority in areas such as Town Planning, Environmental Health and Dog Control.

The Act defines the roles and responsibilities of Elected Members and the Chief Executive Officer to ensure that a local government fulfils its obligations and exercises its powers and functions appropriately. Section 3.1 (1) of the act prescribes that the general function of a local government is to provide for the good government of persons in its district.

To facilitate good government, local governments develop strategies and policies and provide mechanisms and processes for their implementation as provided for in the Act and its regulations. The Governance Manual establishes the policies and processes by which the Elected Members and the Chief Executive Officer undertake their respective roles.

2.2 Definition of 'Good Governance'.

Just as the companies operating in the private sector has a requirement to adhere to legislation and regulations governing compliance and behaviour, so do local governments in the public sector.

The private sector has had a long standing involvement with governance issues, as reflected in adoption of mechanisms such as the Australian Institute of Company Directors corporate governance charter, which:

"...defines the roles and responsibilities of the ultimate decision makers in the organisation and establishes a framework for strategic planning. It also defines expectations of the board and delineates critical policies, such as strategies for risk management and the delegation of responsibility."

2.3 Excellence in Governance.

Governance is the process by which decisions are taken and implemented; the process by which organisations go about achieving their goals; producing their outputs; and, the process by which organisations are directed, controlled and held to account. It encompasses authority, accountability, stewardship, leadership, values and culture within the organisation.

Excellence in governance occurs when it is underpinned by accountability, integrity, openness and commitment to sustainability. It involves a focus on clarity of roles and responsibilities, robust systems which support both internal and external accountability and public access to decision making and information.

From a Local Government perspective, the establishment of a governance framework reinforces the statutory authority and responsibilities of Council as a corporate body and assists Elected Members and professional officers in the delivery of quality services. Central to the achievement of these outcomes is the engagement of key stakeholders and intended beneficiaries in the development and implementation of initiatives for the betterment of local communities.

Effective outcomes are best achieved where the role and focus of Elected Members as a collective corporate body, is directed to policy formulation and strategic development. The role of the officers is to implement the policies and strategies of the corporate body through an accountable, effective and efficient application of resources and assets.

Part 3: Governance Statement and Framework

3.1 Council Governance Statement.

Council considers that integrity, role delineation, accountability, a systems approach and strategic management are applicable to local government. To ensure effective, transparent and sustainable administration of the Council's affairs, a governance framework has been designed. The governance statement, key principles, values and framework aim to create a strategic and accountable approach to management of the Council as "pillars" of good governance. Collectively, appropriate policies, strategies and procedures constitute the Council's governance "foundations".

Governance is based on the understanding that the Council and its Chief Executive Officer and staff have different roles and responsibilities which, when combined, create the environment for effective management and operation of the Council. It recognises that good governance does not only apply to internal procedures but ultimately reflects in the satisfaction of the residents and other stakeholders of the Shire both now and into the future.

3.2 Council Governance Framework

The governance framework serves to bring together in a coordinated manner, legislative issues and requirements affecting the Council, the governance statement and its underlying strategies, policies and procedures. It depicts the values, legislation of strategic directions as the pillars which support the activities of Councillors, staff and stakeholders. The foundation stones of the framework are the good principles and practices that are required for building good governance throughout the organisation.

The fundamental objective of a corporate governance framework is to promote stability, confidence and consistency of process by providing role clarity and certainty of direction for the Elected Members and administrative office holders of the Council.

The basis for this governance framework can be found in strategic documents and associated operational mechanisms which have been developed and implemented pursuant to roles and functions prescribed by the Local Government Act 1995 (The Act) and arising from the vision, mission, values and goals enunciated in the Strategic Community Plan.

3.3 Good Governance Practice

The increasing level of scrutiny now being directed to the operations and activities of public bodies has created a need for full and open disclosure of the governance systems which exist within these organisations.

Accountability is an essential element of good governance and applies to Elected Members and Chief Executive Officer alike. From a political perspective, accountability requires that the Shire President and Councillors of the Council are accessible to residents and ratepayers so they may be responsive to community issues and needs.

As the governing body of the Shire, the Council has the ultimate responsibility for ensuring compliance with legislation and regulations. It is the Chief Executive Officer's responsibility to ensure that Council is provided with unbiased and relevant, professional advice and information on which decisions are made. The Chief Executive Officer is also responsible for the management of officers, financial resources and the maintenance of effective and efficient systems, procedures and processes which are necessary to meet the accountability requirements of the Council.

Accountability is unachievable without effective stewardship of the Shire's financial, physical, intellectual and natural heritage assets. Stewardship refers to the planning and management required ensuring optimum use of assets to serve existing community needs and provide a lasting legacy for future generations. It requires innovation, reflected in strategies designed to encourage sustainable growth and prosperity, which are compatible with the unique character and focus of the Shire.

3.4 Good Governance Principles

The following practices, as they relate to the five principles of operation apply to the achievement of good governance at the Council. A summary of the key practices that will govern actions for each principle is provided below then further detail on each aspect is provided in the following sections.

Principle 1 - Vision and Organisational Culture

- There is a clear vision and Strategic Community Plan that is produced through a comprehensive and inclusive process which is owned by all sectors of the local government.
- There is a positive culture that promotes openness and honesty, in which questioning is encouraged and accountability is clear.

Principle 2 - Roles, responsibilities and relationships

- There is clarity about the roles of local government and there exists a sophisticated approach to defining and implementing these.
- There are effective working relationships that are promoted and supported within and between the Shire President, Councillors, CEO and administration.

Principle 3 - Decision-making and management

- There are effective decision-making processes in place that reflect the transparency and accountability which underpin excellence in governance.
- There should be robust and transparent financial management established and maintained to meet local government's accountability to its stakeholders, particularly in terms of stewardship of community assets, both now and into the future.
- An effective approach to the identification, assessment, monitoring and management of risks should be established and maintained.
- Effective delegations should be implemented and maintained
- There should be an active performance management system in place that enables Elected Members and officers to be openly accountable for their performance.

Principle 4 - Accountability

- Consultation should be undertaken that is appropriate to the scope and potential impact of the matter. It should respect the position and opinion of all stakeholders. The outcomes of the consultation should be taken into account when the decision is made and feedback should be provided to those who participated.
- The Council must account for its activities and have systems that support this accountability
- The Council should establish internal structures that provide for independent review of processes and decision-making to assist the Council to meet its accountability to stakeholders.

Principle 5 Commitment to Sustainability

- The Council will endeavour to keep up-to-date with all processes, methodologies and technologies which are capable of achieving improved outcomes for the Shire.
- Awareness of practices that will lead to improved resource management, environmental protection and rehabilitation, stronger communities and added economic value will be raised within the Council and staff and across the community.
- Potential environmental, social and economic impact of any project or decision will be considered.

Part 4 Detailed Guidelines for Governance Practice

4.1 Vision and Organisational Culture

Vision

“There is a clear vision and Strategic Community Plan that is produced through a comprehensive and inclusive process which is owned by all sectors of the Local Government”.

The Council vision as stated in Part 1 is the driver that governs the culture of the organisation. The vision has been generated as a united focus for the Shire. Governance decisions and practice must at all times contribute towards achievement of the vision.

Organisational Culture

There is a positive culture that promotes openness and honesty, in which questioning is encouraged and accountability is clear.

The principles introduced in Part 1 will be demonstrated as an integral part of the organisational culture. If all individuals involved in City governance apply the values, the culture of the organisation will be one that has the greatest opportunity of achieving excellence in governance.

In addition, the Elected Members and staff will strive to achieve the following eight elements within its organisational culture:

- Effectiveness in management structures and practices
- Good communication including feedback
- Learning
- Ethical behaviour and codes of conduct
- No conflict of interest
- Support for frankness and openness
- Confidentiality
- Innovation

Effectiveness in management structures and practices

- A good management structure will be maintained based on the organisation’s vision, with clear roles and responsibilities.
- Responsibility and accountability will be delegated appropriately down the organisation.
- Management will support clarity in responsibility and accountability and focus on outcomes.

- There will be effective and efficient processes and systems in place.

Good communication including feedback

- Good relationships will be developed between the various parts of the Shire.

Learning

- Decision making processes will incorporate appropriate consultation, knowledge management and involvement.
- There will be learning programs for Elected Members and officers designed to meet their skills and knowledge requirements.

Ethical behaviour and code of conduct

- The Code of Conduct and ethics will be owned and lived, particularly by leaders throughout the organisation.
- The Council, Shire President, CEO and senior management will be models of appropriate behaviour.

No conflict of interest

- An effective induction program will reinforce the organisation's culture so that all people associated with the organisation recognise where conflict of interest may arise and how relevant action can be taken.
- There will be agreement about different, but complementary roles of councillors and officers.

Support for frankness and openness

- Opportunities will be provided for open and frank exchange between Elected Members, management and staff.
- Effective feedback mechanisms from the community will be established and maintained.

Confidentiality

- Where issues of confidentiality arise, the Shire will be transparent about instances where confidentiality will be protected.

Innovation

- The Shire will recognise that it operates in a changing environment and so must be aware of opportunities in those changes to improve the way the Shire operates.
- The Shire staff will be encouraged to take reasonable efforts to keep abreast of current best practice and up to date technologies.

4.2. Roles, Responsibilities and Relationships

“There is clarity about the roles of local government and there exists a sophisticated approach to defining and implementing these”.

4.2.1 Working Relationships

“There are effective working relationships that are promoted and supported within and between the Shire President, councillors, CEO and administration”.

Effective working relationships are promoted and/or supported by and between the Shire President, councillors, Chief Executive Officer and administration. It is a requirement that initial officer contact by Elected Members is made through the Chief Executive Officer in accordance with Council policy. Should an elected member wish to contact any other officer directly, a request shall first be made to the Chief Executive Officer, who will assess the request and advise the elected member of their decision.

Good corporate governance requires clear identification and definitions of responsibility and a clear understanding of relationships between the organisation's stakeholders and those responsible for managing its resources. Very important relationships are those between:

- The Shire President and the Councillors;
- Elected Members and Elected Members;
- The Shire President and the Chief Executive Officer;
- Elected Members and the Chief Executive officer; and
- Elected Members and the administration.

Effective relationships are achieved and maintained at the Shire through:

- Parties agreeing on and respecting the differences in their roles.
- Protocols being established based on the agreements about roles and responsibilities being followed.

- Information and discussion about the various roles being included in Councillors' induction processes.
- Goodwill on the part of all parties to make governance work.
- The administration accepting that local government is a level of government and that political activities of Council are legitimate. Councillors are accountable to their constituents as well as to the "corporate whole" and they have to be able to address these accountability requirements in a constructive manner.
- There being a preparedness to tackle problems when they arise.

4.2.2 Council - Roles and Responsibilities

Under the Act the Council is a body corporate with perpetual succession, a common seal, and is charged with responsibilities. The Shire has interpreted these responsibilities as they are contained in the Act in conjunction with the Shire's governance framework and this governance framework and statement document provides the following guidance on the range and scope of these following roles:

(a) Directs and controls the Shire affairs.

This role encompasses strategic planning mechanisms to ensure the continued viability and performance of the organisation, the setting of strategic goals for the organisation and the monitoring of the Shire's performance against these strategic goals.

(b) Is responsible for the performance of the Shire functions.

This role provides that the Council bears the ultimate responsibility for the performance of the Shire's functions. It can exercise this responsibility through the development of appropriate governance frameworks including delegations of authority and the determination of an appropriate organisational structure.

(c) Oversees the allocation of the Shire finances and resources.

The Council exercises this role by adopting the Shire's budget and long term financial plans. It is advised by officers of the Shire who are responsible for the development of appropriate financial controls and strategic documents.

(d) Determines the Shire policies.

The role of Council in setting policy is most effective when it is linked with a professional organisation that implements these policies through the development of appropriate management practices and work processes. Council policy should set the standards for the administration to achieve and make strategic policy decisions that guide officers in their decision making

processes. Under the Act, a local government is a body corporate with perpetual succession and a common seal.

4.2.3 Role of Elected Representation

The Council consists of 9 members including the Shire President.

Councillors are elected from each of the Shire's six (6) wards. The Shire President is elected by the Councillors.

Local Government elections are conducted biennially on a fixed date prescribed by the Act, with candidates elected to the office of Councillor or Shire President as applicable, attaining terms of four (4) years.

Statutory Role of Councillors

Section 2.10 of *the Act* describes that the role of a Councillor is to:

- represent the interests of electors, ratepayers and residents of the Shire;
- provide leadership and guidance to the Shire community;
- facilitate communication between the community and the Council;
- participate in the Shire decision making processes at Council and Committee meetings; and
- perform such other functions as are given to a Councillor by this Act or any other written law.

Each individual Councillor has a legislative requirement to fulfil this role. This governance framework provides guidance to Councillors on how they perform this role at the Shire.

Individually Councillors have a responsibility to act as a conduit between the community and the Shire. Not only must they represent the interest of the broader community on the Council, but also as community leaders they must represent the interests of the Shire within the broader community.

Whilst Councillors may be elected from an individual ward, their primary obligation is to represent the interests of the broader community within the Shire. It is not appropriate for individual Councillor's constituent concerns to interfere with their decision making processes in providing good governance of the Shire as a whole.

Elected Members sitting as Councillors are responsible and ultimately accountable for long term financial planning, the annual budget and monitoring financial performance. In doing so, each individual elected member thus accepts a joint and individual responsibility for the financial outcomes.

Accountability and transparency is also facilitated through the standards and behaviour maintained by members – most notably, through their adherence to legislation governing declarations of financial and other interest where these arise, together with associated implications for participation in any debate.

Elected Members rely on:

- Financial advice and information from administration;
- Input from internal and external auditors and the audit and risk committee;

Elected Members must also seek whatever additional information they need to make informed decisions.

Responsibilities of Council

The responsibilities of Council can be categorised into the following three key areas:

Legislative

- The Council is responsible for adopting a set of local laws that reflect current community standards and provide for the good governance of the Shire. Council when making local laws must be aware of their legislative effect.

Executive

- The Council is responsible for overseeing the executive functions of the Shire and determines appropriate policies, strategies and functions for the administration to implement.

Quasi - judicial

- The Council is responsible for applying factual situations to the legislative regime in a quasi-judicial manner under the Local Government Act, Town Planning and Development Act and other relevant legislation. This is explained in more detail at Part 4 “Councils Governance Tools” – Planning and Development Functions of the Council.

Accountability, stewardship, sustainability and innovation focus.

Accountability, stewardship, sustainability and innovation objectives are most effectively pursued where the focus of Elected Members of Council centres upon:

- Strategic planning, policy development and defining scope for delegation of powers and functions;
- Allocating the Shire’s resources;
- Monitoring performance of the Shire against adopted strategies and objectives;
- Representing the interests of the community;
- Appointing the Chief Executive Officer and participating in the performance review process of that officer.

Accordingly, the Council is required to be accountable and transparent by undertaking deliberations and making resolutions within a framework which is factually based, non prejudicial and relevant to issues at hand.

4.2.4 Limitation of Member Liability

The Shire has the legal capacity of a natural person. As such, the Shire may instigate legal proceedings in its corporate name and have proceedings taken against it. Section 9.56 of the Act, summarised in Attachment 2 specifies the limitation that Councillors must be aware of when taking office.

It is largely due to such legislative-based requirements, that local governments have embraced strategies designed to mitigate the liability of members and officers, with liability insurance protection and risk management now serving as a significant element of corporate governance frameworks.

It is for these reasons that many organisations have developed and implemented processes for identifying, analysing and mitigating risks which could prevent the achievement of business objectives. These organisations have put control activities in place to manage risk throughout the organisation by developing risk management plans that cover activities as diverse as reviews of operating performance, information technology and management information systems.

4.2.5 The Shire President Role

The role of the Shire President as provided under Section 2.8 of the Act is to:

- (a) preside at meetings in accordance with the Act;
- (b) provide leadership and guidance to the community;
- (c) carry out civic and ceremonial duties on behalf of the Shire;
- (d) speak on behalf of the Shire;
- (e) perform such other functions as are given to the Shire President by the Act or any other written law;
- (f) liaise with the Chief Executive Officer on the Shire affairs and the performance of its functions; and
- (g) otherwise fulfil the role of Councillor.

4.2.6 The Deputy Shire President Role

Section 2.9 of the Act enables the Deputy Shire President to perform the functions of the Shire President, if:

- (a) the office of Shire President is vacant; or
- (b) if the Shire President is not available, or is unable or unwilling to perform the functions of Shire President.

4.2.7 Chief Executive Officer Role

The Chief Executive Officer's functions as described under Section 5.41 of the Act are to:

- (a) advise the Council in relation to the functions of the Shire under the Act and other written laws;
- (b) ensure that advice and information is available to the Council so that informed decisions can be made;
- (c) cause Council decisions to be implemented;
- (d) manage the day to day operations of the Shire;
- (e) liaise with the Shire President on the Shire affairs and the performance of the Shire's functions;
- (f) speak on behalf of the Shire if the Shire President agrees;
- (g) be responsible for the employment, management, supervision, direction and dismissal of other employees (subject to Section 5.37 (2) in relation to senior employees);
- (h) ensure that records and documents of the Shire are properly kept for the purposes of the Act, or any other written law; and
- (i) perform any other function specified or delegated by the Shire or imposed under the Act or any other written law as a function to be performed by the Chief Executive Officer.

Section 5.42 of the Act enables the Shire to delegate in writing to the Chief Executive Officer, the capacity to exercise any of its powers or duties, with the exception of those relating to:

- (a) actions in which a decision of an absolute majority or a 75% majority of the Council is required;

- (b) acceptance of a tender which exceeds an amount as determined by the Council;
- (c) appointment of an auditor;
- (d) acquisition or disposal of any property valued at an amount exceeding an amount determined by the Council for the purposes of this paragraph;
- (e) any of the Council's powers under Sections 5.98A, 5.99A or 5.100 (*determining fees, allowances and expenses of members and Committee members*);
- (f) borrowing money on behalf of the Shire;
- (g) hearing or determining an objection of a kind referred to in Section 9.5;
- (h) carrying out any power or duty that requires the approval of the Minister or the Governor; or
- (i) such other powers or duties as may be prescribed.

This clear separation of elected member and Chief Executive Officer roles and responsibilities as identified within the Act reinforces good governance principles. It also ensures that the Shire adheres to all statutory requirements whilst meeting the expectations of its community.

4.2.8 Executive Management Role

In undertaking its functions and responsibilities, Council is supported by the Chief Executive Officer and an Executive Management Group comprising the heads of the four (4) Divisions, namely:

- Corporate Services
- Community Development
- Technical services
- Strategic and Economic Development
- Operations

The Executive Management Group meets regularly as a basis for ensuring effective coordination of the Shire's operations and implementation of Council resolutions.

These meetings are complemented by operational meetings .Such forums are considered important, both in enabling management information dissemination and also feedback by officers. This promotes a whole of organisation approach for the Shire in the fulfilment of its functions and responsibilities.

4.3. Decision Making and Management

4.3.1 Decision-Making

“There are effective decision-making processes in place that reflect the transparency and accountability which underpin excellence in governance”.

The five stages in decision making which will be followed at the Shire are:

4.3.1.1 Agenda Setting –

This will be achieved through:

- an effective and efficient strategic planning process which produces owned strategic goals; and
- processes being in place which ensures Council plans are properly implemented.

4.3.1.2 Information Gathering –

This will be achieved through:

- ensuring the information gathered is sufficient to allow a decision to be made;
- ensuring an effective process within the administration to convert information into advice;
- providing good quality and timely Council reports which provide the necessary information, options and clear recommendations. The reports will always incorporate the corporate view of the issue in question, the financial impacts and any risks;
- having workable and productive consultation processes in place that ensure that decision-makers are aware of the views of those whom the decision affects;
- a sound process for identifying and distilling data into appropriate information;
- agendas being structured so as to facilitate good decision-making processes.

4.3.1.3 Opinion Formation –

This will be achieved through ensuring that Elected Members understand the issues and have enough information provided to make a decision.

4.3.1.4 Decision-making –

This will be achieved through:

- council and committee meetings being well chaired and conducted in accordance with Council Standing Orders;

- facilitating participation and involvement while ensuring debate is relevant and succinct;
- robust debate which ensures that all issues are aired. Although it is robust, the debate is conducted with courtesy and respect;
- the Chair attempting to find common ground amongst Elected Members; opportunities being available for the community to participate appropriately;
- delegations where appropriate.

4.3.1.5 Implementation –

This will be achieved through:

- decisions being implemented in a timely manner;
- solidarity among the Councillors once a decision has been made;
- confidentiality being maintained wherever necessary.

4.3.2 Financial Management

“There should be robust and transparent financial management established and maintained to meet local government’s accountability to its stakeholders, particularly in terms of stewardship of community assets, both now and into the future”.

The Council will achieve this by:

- Approving management’s Service Delivery Plans that reflect the services and projects identified for the relevant financial year as shown in the Corporate Plan.
- Approve each year’s Annual Budget in accordance with the adopted Service Delivery Plans and the Long Term Financial Modelling.
- Enter into Service Level Agreements through annual performance review and objective settings each 12 months with management that are fully integrated with the Long-Term Financial Model and the Annual Budget.
- Council through policy will determine the appropriate mix between borrowing for capital works and funding them from revenue. Council will consider the implications of its decisions on the level of capital works and infrastructure maintenance.

4.3.2.1 Funding Strategic Objectives

Section 5.56 of the Act requires that a local government prepare a plan for the future. The Council must know the direction it is going long-term. Its vision and goals must be properly reflected in the Strategic Community Plan. Council will take its final decisions about the content of the Strategic Community Plan based on an understanding of the long-term financial consequences of their decisions. To enable this to successfully occur, the following steps will be implemented by council:

4.3.2.2 Longer-term financial planning

Elected Members, sitting as Council, will determine the long term financial plan, and be *accountable* for the process of developing it.

The delivery of the services identified in the Long Term Financial Plan will be in accordance with the Shire's strategic direction.

The financial strategy should be consistent with the Council's strategic plan. That is, it must be able to fund its projects, functions and service improvements.

As part of responsible business planning, the Shire's Long Term Financial Plan will detail the significant programs and activities to be undertaken by the Shire over the next five years and roll on each year with amendments and additions.

The Plan will provide a broad overview of where the financial resources of the Shire are planned to be directed over this period and the manner in which these activities will be funded.

The implementation of a Long-Term Financial Model that can be used to align capital and operating expenditure requirements with income streams complies with Council's rating strategy and policy.

4.3.2.3 The rating system

The rating system at the Shire will reflect the Council's strategy and vision for the future of the Shire. The rating levels and mix will represent a fair distribution of the rate burden across the community and Council's policies on appropriate taxation contributions from different sectors of the Shire.

Council's approach to rating will incorporate the concept of intergenerational equity; that is; the way the rating burden is spread between current and future generations of ratepayers of the Shire.

Council will be informed whether the rates outcome, which was envisaged in the Long Term Financial Plan, is still appropriate and consistent with all objectives of the Community Strategic plan.

Mindful of the role outlined under Section 2.10 of the Act, Councillors must assess if the budget delivers what the Council wishes to achieve.

4.3.3 Annual Budget

Developed as part of sound business management, the annual budget provides a framework for allocation of financial, physical and administrative resources required in pursuing the Shire's objectives for the proceeding twelve month period. The annual budget will be developed within the following framework:

4.3.3.1 Process

The Executive Group will annually develop a budget preparation timetable and process which meets Councils statutory requirements and gives enough time to resolve major issues. The Executive Manager Corporate Services will ensure that Council is given adequate time to have the opportunity to work through key issues.

4.3.3.2 Consistency with Financial Plan

Council's Long Term Financial Plan will provide broad guidance for the budget. The Long Term Financial Plan will be reviewed at least annually to incorporate the long term impact of any significant current decisions which are not consistent with the plan.

4.3.3.3 Information

Information will be presented to Council by officers through reports that enable Council to make informed decisions.

Service Level Agreements will be developed by administration which will be referred to Council following the finalisation of the Strategic Community Plan for agreement to enable the Council to know what the community is getting for its money.

4.3.3.4 Community input

Opportunities will be provided to enable the Community to have input into the plan for the future through an advertising process.

4.3.4 Financial Reporting –Performance against Budget

4.3.4.1 Statutory Compliance

The Shire recognises that when decisions are made by Council, when resolutions are acted upon and when performance outcomes are reported, it is important that the requirements of any legislation and/or regulations are complied with, especially because of the reporting requirements of the Statutory Compliance Return.

Compliance will be pursued through ensuring the integrity of the key financial planning and reporting mechanisms which underpin the Shire's operations – especially the Annual Budget and Annual Report, and supplemented by internally based performance measurement instruments such as Reports from each division.

Compliance with key financial and statutory requirements is assessed through the audit schedule conducted in accordance with *the Act* by professionally qualified internal and external parties as appointed by the Shire. Financial

reporting to Council will as a minimum be in accordance with its statutory requirements.

4.3.4.2. Content

The focus of financial reports to Council is to provide accurate information about the Shire's overall financial position.

Councillors, when considering the financial reports, will satisfy themselves that the information they are given reflects the actual situation of the Shire. Councillors will ensure that they understand sufficiently about the financial indicators for them to ask appropriate questions and interpret the responses.

4.3.5 Annual Report

The Annual Report has its basis in *the Act*, but also serves as the vehicle by which the Shire can evaluate, monitor, control, improve and report on the outcome of its activities over a particular financial year.

The Annual Budget should reflect the priorities expressed in the Strategic Community Plan and the Annual Report should indicate the extent to which those priorities have been achieved.

4.3.6 Service Level Agreements

Service Level Agreements will be prepared for approval by the Executive Group which provide (at an operational level) for the implementation of goals and strategies identified in the Strategic Community Plan. Service level agreements will incorporate performance measurement, reporting criteria and program improvement initiatives for the Shire's departments and Council.

4.3.7 Services and funds

Council will:

- monitor on a regular basis (every 2 years) community satisfaction with the levels of service it provides
- have appropriate user charges for its services and facilities.
- be mindful of the proportion of rate revenue required to meet operational and capital costs for the Shire.
- comply with government policy

- where appropriate, seek to obtain other avenues of financial assistance such as grants, being mindful of the implications of accepting any grant including financial and management obligations
- Ensure costs can be recognised and recovered appropriately.

4.3.8 Capital works and debt servicing

- Key assets will be maintained.
- Any borrowing must be sustainable and not impose an unacceptable level of debt servicing.
- Council will be informed on the proportion of rate revenue required to service debt and decide whether it is appropriate for the Shire.

4.3.9 Accountability and policy

- Council will meet its legislative and financial reporting requirements.
- Council will meet its accountability requirements to the community in terms of stewardship of assets.
- Council will strive to achieve best practice in financial policies and practices.
- Council will leave an appropriate legacy for future Councils.

4.3.10 Audit

An audit committee will be appointed by Council. Council has appointed professional external auditors.

4.3.11 Risk Management - An effective approach to the identification, assessment, monitoring and management of risks should be established and maintained.

The Shire's performance in implementing effective risk management strategies and adherence to sound business practice is reinforced through access to independent legal advice, the completion of the annual statutory compliance audit and the annual financial audit undertaken by professional, external auditors as required by the Act.

The Shire maintains a wide range of assets including:

- Infrastructure assets;
- Real property;
- Financial assets;
- Information assets and intellectual property and
- Natural and heritage assets.

The Shire takes an active approach to risk management in the conduct of its business through the implementation of a number of specific and organisation wide initiatives.

This risk management strategy involves the Shire identifying, collating and treating all the identified risk (internal and external) to ensure a coordinated approach that effectively minimises business, financial and physical liability to the Shire's operations.

The Council will ensure the risk management program is of the standard required to meet its fiduciary obligations to:

- safeguard assets
- ensure there are sufficient monies to meet its financial obligations when due
- prevent and detect fraud
- ensure accuracy and completeness of accounting records.

Controls and risk minimisation processes have been implemented in the form of:

- An Audit Committee
- Formal processes whereby strategic and operational business risks and activities are considered by the Council.
- Review processes and reporting requirements that monitor compliance of service providers with their contracts.
- Formal procedures for the safeguarding of assets. The procedures include accounting, financial reporting and internal control policies.
- Regular reporting to the Council on financial and non - financial areas of Council operations.
- Process mapping of procedures

Internal control and risk management procedures are set out in the following documents:

- Procedures and Controls
- Fraud Control Checklist
- Risk Management Statements
- Liability Insurance
- Asset Insurance
- Financial Controls
- Delegations Manual
- Third party compliance through a Quality Assurance system
- The risk management database.

4.3.12 Delegations

Effective delegations should be implemented and maintained. Delegations of authority are required in order to provide officers of the Shire with the power to exercise duties and make determinations. It is essential that the Council's delegations are performed in accordance with the adopted governance framework and are compliant with relevant legislation. The Shire is required to keep records on the exercise of its delegations.

Council may delegate authority to the Chief Executive Officer and other nominated officers under the provisions of the Local Government (Miscellaneous Provisions) Act 1960, Health Act 1911, Strata Titles Act 1985, Caravan Parks and Camping Grounds Regulations 1987 and the Shire, Town Planning Scheme to perform some of its functions and duties.

The Act and associated regulations allow the Chief Executive Officer to delegate to any other officer the authority to perform functions and duties that are exercisable by the Chief Executive Officer under the Act or that have been delegated to the Chief Executive Officer by the Council.

This is in accord with a governance framework whereby officers are responsible to the Chief Executive Officer and the Chief Executive Officer is responsible to Council. Similarly the Chief Executive officer is responsible for the implementation of Council decisions and may delegate some of this responsibility to other officers of the Shire.

All delegations are to be recorded in a register established for the purpose (as required by the Act) and reviewed annually. The Chief Executive Officer will advise Council of any decisions that have been made under delegated authority.

Under the provisions of Town Planning Scheme Council may delegate authority to certain officers other than the Chief Executive officer. If such a delegation is exercised Council shall be advised.

4.4. Accountability

“Local government must account for its activities and have systems that support this accountability”

Excellence in governance is based on the premise that those who are involved in governance are held accountable for what they do. Accountability at the Shire means the Elected Members and management taking responsibility for their performance.

Elected Members and management at the Shire accept they are accountable under legislation in terms of how the Council operates and reports. This also extends to other measures such as:

- Risk management systems implemented and maintained to ensure that community assets are protected.
- Internal audit and audit committee focused toward providing assurances to all stakeholders that processes and procedures are being adhered to and that financial reports are accurate.
- A consultation and policy to support good decision making by ensuring Elected Members are aware of the views of those who will be affected by any decision.

4.4.1 Performance Management

“There should be an active performance management system in place that enables Elected Members and officers to be openly accountable for their performance”.

The Shire will put in place a range of mechanisms to ensure that performance is measured, reviewed and improved and thereby enable remedial action to be taken, where necessary.

The Shire is committed to the development of appropriate performance measures in financial policies and strategic plans to ensure long term viability.

Ongoing financial performance will be monitored through internally and externally based systems and processes, with associated reporting at the Executive Management Group and Council.

Effective coordination between the strategic and operational elements will be maintained through a regular report to Council which is based on the Strategic Plan, Long Term Financial Plan and Service Level Agreements

4.4.2 Chief Executive Officer Performance Management

The Chief Executive Officer is appointed by the Council and is directly accountable to it. The Council is accountable for setting the Chief Executive Officer’s performance plan and subsequent monitoring of his or her performance. This responsibility belongs to Council sitting as the Council and is not the responsibility of individual Elected Members.

Council has established a Chief Executive Officer’s Performance Review Committee which is responsible for;

- Undertaking a performance appraisal of the Chief Executive Officer in accordance with the provisions of Section 5.38 of the Local Government Act 1995 and in accordance with the terms and conditions of the employment contract of the Chief Executive Officer.

- Managing and conducting the performance appraisal of the Chief Executive Officer in order to meet both Council’s statutory obligations in accordance with the requirements of Section 5.38 of the Local Government Act 1995 and any terms and conditions of the employment contract of the Chief Executive Officer.
- Determining and setting in place an appropriate review process;
- Consulting prior to determining and setting in place an appropriate review process, with each of the Elected Members at the time and taking account of their respective views;
- Using the resources and professional advice of the Executive Manager Business Support and any additional assistance that the Executive Manager Business Support may recommend to determine the process and plan and conduct the review;
- Negotiating and setting goals, objectives, key performance indicators and changes to the remuneration package within the terms of the Chief Executive Officers contract. Any goals, objectives, key performance indicators or remuneration package changes so negotiated and set must be acknowledged in writing by both the Shire President and the Chief Executive Officer; and outlined
- Briefing all Elected Members on the outcomes of the review.

4.4.3 Independent Review

“Local governments should establish internal structures that provide for independent review of processes and decision-making to assist the Council to meet its accountability to stakeholders”.

Independent Review will be sought as appropriate through the following ways:

- Audit Committee
- Internal auditors
- External auditors
- 3rd party certifications

4.4.4 Customer Consultation

“Consultation should be undertaken that is appropriate to the scope and potential impact of the matter. It should respect the position and opinion of all stakeholders. The outcomes of the consultation should be taken into account when the decision is made and feedback should be provided to those who participated.”

The Shire will maintain and regularly review a Customer Service Charter which details the levels of service a customer can expect from the Shire, concentrating on the areas of service that our residents have indicated are the most important.

It reflects the core values (ie: Respect, Openness, Teamwork, Leadership and Excellence) as important elements in serving the needs of residents and ratepayers.

The Shire is prepared to explore new and innovative methods of service delivery in order to provide improved access to information and enhance customer interaction.

The Shire is committed to fostering high levels of public awareness of its activities, by providing its residents and ratepayers with access to a wide range of information. Any policy or planning developments will be fully inclusive of the affected Ward's representatives.

In addition to meeting the state wide and local public notice requirements prescribed by the Act in respect to particular proposals and activities, the Shire will also ensure that information is available by electronic means. The Shire will utilise the local press for notifying residents about important issues Information will also be posted on its official notice board located at the Administration Centre. The Shire Newsletter will continue in its role as a mechanism for disseminating information and encouraging feedback on key strategies, projects and significant Shire events.

Increasingly, the Shire's website at: www.ashburton.wa.gov.au will serve as the focal point for providing up to date information and service delivery information to ratepayers and residents.

Public consultation involving residents and ratepayers is facilitated by the Shire through a range of mechanisms which includes; information provision, consultation, public comment, Special Meetings and Annual General Meetings.

4.5. Commitment to Sustainability

4.5.1 Sustainability Principles

The Shire will meet its commitment by ensuring that planning, reporting and decision making are conducted in the following ways:

- Incorporate sustainability principles and actions in strategic and business planning and budgeting.
- Report on sustainability achievements in annual reports
- Where appropriate, utilise sustainability assessment in planning and decision making

- Where appropriate actively engage stakeholders and the public in transparent policy development and decision making processes.

4.5.2 Sustainability Outcomes

Local Government should endeavour to keep up-to-date with processes, methodologies and technologies which are capable of achieving improved outcomes for the Shire.

The Shire will:

- Identify, assess and manage risks to employees, contractors, the environment and communities
- Strive to achieve industry best practice
- Meet and where appropriate, exceed the minimum performance standards required by legislation.
- Set and achieve targets that include reducing and preventing pollution
- Develop our people and provide the resources to meet our targets
- Support the fundamental human rights of employees, contractors and the communities in which we operate
- Care for the environment and value cultural heritage.
- Communicate with, and engage employees, contractors, business partners, suppliers, customers, visitors and communities to build relationships based on honesty, openness, mutual trust and involvement

4.5.3 Sustainability Practices

Awareness of practices that will lead to improved resource management, environmental protection and rehabilitation, stronger communities and added economic value will be raised within the Council and staff and across the community.

The Executive Management Group will act as leaders for the Shire in driving the knowledge management of the Shire in sustainable development practices.

Organisational Divisions will support sustainability by

- Ensuring procurement complies with Council's sustainable procurement policy.
- Integrating service delivery across departments.
- Minimising the consumption of energy, water and other resources, by reducing waste and maximising recycling.
- Reducing vehicle use, maximising fuel efficiency, promoting alternative fuels and modes of travel to offset greenhouse gas emissions.

- Incorporating sustainability considerations into the design, procurement, leasing, construction, maintenance and management of Council assets and to the management or development of Council owned land.
- Encouraging Elected Members and staff to support sustainability principles.
- Continually improving their knowledge about sustainability through education and training.
- Encouraging participation in community development through voluntary initiatives that support sustainability.
- Implementing occupational health and safety measures in the workplace to improve environmental, economic and social outcomes.

4.5.4 Sustainability Monitoring

Potential environmental, social and economic impacts of any project or decision will be considered.

Sustainability is not an outcome in itself, but is a process towards improved outcomes in social, economic and environmental terms.

Reviewing progress in that process is important for the Shire to assess its level of success and learn from its own processes. Where ever possible the Shire's policies, procedures, processes and decisions will take into account principles such as:

- Sustainability indicators for Council reports
- Sustainability indicators linked to KPI's.

The Shire will work toward including an Annual Report on the Shire's Sustainability in future Annual Reports.

4.6 Support for Elected Members in the Governance Process

Elected Members are encouraged to attend training offered by the Local Government Department or the WA Local Government Association to better enable them to carry out their Civic Duties.

Training needs, advice or resource needs can be facilitated by the CEO or relevant delegated officers.

The Department of Local Government offers advisory and support services for Elected Members. Guidelines are available through their Website www.dlg.wa.gov.au, or by contacting the Department on 08 92171500, or Free call 1800 620 511

Corporate Governance Standards AS 8001 – 8004 can be purchased from Standards Australia – www.standards.com.au



SHIRE OF ASHBURTON
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2013 TO 30 SEPTEMBER 2013

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SHIRE OF ASHBURTON

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2013 TO 30 SEPTEMBER 2013

	NOTE	September 2013 Actual \$	September 2013 Y-T-D Budget \$	2013/14 Revised Budget \$	2013/14 Adopted Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
Operating								
Revenues/Sources								
Governance		(5,188)	69,282	1,045,749	1,045,749	(74,470)	(107.49%)	▼
General Purpose Funding		603,450	547,404	2,778,887	2,778,887	56,046	10.24%	▲
Law, Order, Public Safety		30,382	28,405	113,650	113,650	1,977	6.96%	
Health		103,297	59,487	238,006	238,006	43,810	73.65%	▲
Education and Welfare		11,687	407,599	1,836,000	1,836,000	(395,912)	(97.13%)	▼
Housing		80,083	192,765	771,364	771,364	(112,682)	(58.46%)	▼
Community Amenities		2,557,150	1,617,505	5,070,768	5,070,768	939,645	58.09%	▲
Recreation and Culture		3,144,908	3,372,912	5,760,257	5,760,257	(228,004)	(6.76%)	▲
Transport		5,982,147	3,646,432	20,779,522	20,779,522	2,335,715	64.05%	▲
Economic Services		648,853	1,809,851	7,139,983	7,139,983	(1,160,998)	(64.15%)	▼
Other Property and Services		1,988,134	2,951,016	11,808,775	11,808,775	(962,882)	(32.63%)	▼
		15,144,903	14,702,658	57,342,961	57,342,961	442,245	3.01%	
(Expenses)/(Applications)								
Governance		(795,881)	(1,104,383)	(4,419,043)	(4,419,043)	308,502	27.93%	▼
General Purpose Funding		(42,532)	(37,032)	(148,180)	(148,180)	(5,500)	(14.85%)	▼
Law, Order, Public Safety		(203,317)	(230,136)	(920,902)	(920,902)	26,819	11.65%	▼
Health		(198,559)	(199,274)	(797,405)	(797,405)	715	0.36%	
Education and Welfare		(112,238)	(152,785)	(611,387)	(611,387)	40,547	26.54%	▼
Housing		(125,198)	(151,675)	(606,923)	(606,923)	26,477	17.46%	▼
Community Amenities		(1,197,250)	(1,617,228)	(6,471,141)	(6,471,141)	419,978	25.97%	▼
Recreation & Culture		(1,250,244)	(1,631,969)	(6,530,279)	(6,530,279)	381,725	23.39%	▼
Transport		(560,079)	(2,496,310)	(9,989,080)	(9,989,080)	1,936,231	77.56%	▼
Economic Services		(533,488)	(606,425)	(2,426,664)	(2,426,664)	72,937	12.03%	▼
Other Property and Services		(1,525,456)	(2,650,030)	(10,604,069)	(10,604,069)	1,124,574	42.44%	▼
		(6,544,242)	(10,877,247)	(43,525,073)	(43,525,073)	4,333,005	(39.84%)	
Net Operating Result Excluding Rates		8,600,661	3,825,411	13,817,888	13,817,888	4,775,250	124.83%	
Adjustments for Non-Cash								
(Revenue) and Expenditure								
(Profit)/Loss on Asset Disposals		0	(1,173,813)	(4,697,125)	(4,697,127)	1,173,813	100.00%	▼
Movement in Leave Reserve (Added Back)		1,921	0	0	0	1,921	0.00%	
Movement in Deferred Pensioner Rates/ESL (non-current)		0	0	0	0	0	0.00%	
Movement in Employee Benefit Provisions (non-current)		0	0	0	0	0	0.00%	
Adjustment for Rounding		(1)	7	27	0	(8)	114.29%	
Depreciation on Assets		0	1,970,970	7,887,072	7,887,072	(1,970,970)	100.00%	▼
Capital Revenue and (Expenditure)								
Purchase Land Held for Resale		(77,840)	(314,941)	(1,818,501)	(1,818,500)	237,101	75.28%	▼
Purchase Land and Buildings		(1,977,627)	(2,707,011)	(8,654,391)	(8,654,385)	729,384	26.94%	▼
Purchase Furniture and Equipment		(70,920)	(51,094)	(515,450)	(515,451)	(19,826)	(38.80%)	▼
Purchase Plant and Equipment		(3,800)	(186,506)	(1,546,282)	(1,469,228)	182,706	97.96%	▼
Purchase Infrastructure Assets - Roads		(7,239)	(1,075,008)	(3,937,591)	(3,937,592)	1,067,769	99.33%	▼
Purchase Infrastructure Assets - Footpaths		0	0	(1,162,770)	(1,162,770)	0	0.00%	
Purchase Infrastructure Assets - Drainage		(35,534)	(167,433)	(669,999)	(670,000)	131,899	78.78%	▼
Purchase Infrastructure Assets - Parks & Ovals		(4,035)	0	(812,500)	(812,500)	(4,035)	0.00%	
Purchase Infrastructure Assets - Aerodromes		(9,154,883)	(6,290,741)	(15,226,123)	(15,226,121)	(2,864,142)	(45.53%)	▲
Purchase Infrastructure Assets - Other		(190,814)	(433,046)	(3,846,625)	(3,846,626)	242,232	55.94%	▼
Proceeds from Disposal of Assets		4,719,762	1,348,461	5,396,000	5,396,000	3,371,301	250.01%	▲
Repayment of Debentures		(429,855)	(310,177)	(1,556,915)	(1,556,915)	(119,678)	(38.58%)	▲
Proceeds from New Debentures		225,000	0	0	0	225,000	0.00%	
Advances to Community Groups		0	0	0	0	0	0.00%	
Self-Supporting Loan Principal Income		0	0	0	0	0	0.00%	
Transfers to Restricted Assets (Reserves)		(70,988)	(670,911)	(5,934,000)	(5,934,000)	599,923	89.42%	▼
Transfers from Restricted Asset (Reserves)		1,500,000	1,230,516	4,924,038	4,924,038	269,484	21.90%	▲
ADD Net Current Assets July 1 B/Fwd		2,525,526	3,039,866	3,039,866	3,039,866	(514,340)	16.92%	
LESS Net Current Assets Year to Date		20,514,579	13,062,488	(97,053)	(20,000)	7,452,091	57.05%	
Amount Raised from General Rates		<u>(14,965,245)</u>	<u>(15,027,938)</u>	<u>(15,216,328)</u>	<u>(15,216,351)</u>	<u>62,693</u>	<u>(0.42%)</u>	

SHIRE OF ASHBURTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2013 TO 30 SEPTEMBER 2013

	2012/13 B/Fwd Per 2013/14 Budget \$	2012/13 B/Fwd Per Financial Report \$	September 2013 Actual \$
NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	33,252	219,020	(2,494,816) *
Cash - Restricted Unspent Grants	1,942,555	1,715,278	1,942,555 *
Cash - Restricted Unspent Loans	1,516,777	1,522,742	1,516,777
Cash - Restricted Reserves	9,996,395	9,996,395	8,567,383 **
Rates - Current	207,740	237,496	16,343,449
Sundry Debtors	6,234,884	5,972,993	7,880,915
Accrued Income	4,711,901	4,809,064	0
Payments in Advance	0	53,978	0
GST Receivable	715,933	1,338,117	459,456
Provision For Doubtful Debts	(54,157)	(76,171)	(76,171)
Inventories	117,303	156,559	156,559
	<u>25,422,583</u>	<u>25,945,471</u>	<u>34,296,107</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(11,001,855)	(11,074,647)	(4,088,259)
Accrued Expenditure	(234,697)	(590,448)	(142,000)
PAYG Payable	(18,298)	(248,845)	(210,819)
Payroll Creditors	(36,612)	0	337
Withholding Tax Payable	(4,150)	0	0
GST Payable	(66,816)	(603,173)	(255,926)
Other Payables	(39,405)	(59,350)	(2,743)
Restricted Funds	0	0	0
Accrued Interest on Debentures	(30,000)	(29,496)	0
Accrued Salaries and Wages	(340,000)	(300,935)	0
Current Employee Benefits Provision	(923,151)	(825,318)	(825,318)
Current Loan Liability	(390,982)	(1,556,916)	(1,127,059)
	<u>(13,085,966)</u>	<u>(15,289,128)</u>	<u>(6,651,787)</u>
NET CURRENT ASSET POSITION	12,336,617	10,656,343	27,644,320
Less: Cash - Reserves - Restricted	(9,996,395)	(9,996,395)	(8,567,383)
Less: Cash - Unspent Grants - Restricted	0	0	0
Adjustment for Trust Transactions Within Muni	0	0	0
Add Back : Component of Leave Liability not Required to be Funded	308,662	308,662	310,583
Add Back : Current Loan Liability	390,982	1,556,916	1,127,059
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>3,039,866</u>	<u>2,525,526</u>	<u>20,514,579</u>
Investment Accounts Balance			
		\$	
Restricted Cash Reserve **		6,162,868	
Muni Business Cash Reserve *		-	

SHIRE OF ASHBURTON
FOR THE PERIOD 1 JULY 2013 TO 30 SEPTEMBER 2013
Report on Significant variances Greater than 10% and \$20,000

Purpose

The purpose of the Monthly Variance Report is to highlight circumstances where there is a major variance from the YTD Monthly Budget and YTD Actual figures. These variances can occur because of a change in timing of the activity, circumstances change (e.g. a grants were budgeted for but was not received) or changes to the original budget projections. The Report is designed to highlight these issues and explain the reason for the variance.

The Materiality variances adopted by Council are:

Actual Variance to YTD Budget up to 5%:	Don't Report
Actual Variance exceeding 10% of YTD Budget	Use Management Discretion
Actual Variance exceeding 10% of YTD Budget and a value greater than \$20,000:	Must Report

REPORTABLE OPERATING REVENUE VARIATIONS

Governance - Variance below budget expectations

Expected funding from Rio Tinto for Partnership Agreement Management deferred to October 2013.

General Purpose Funding - Variance above budget expectations

Quarterly grant from WA Grants Commission above YTD budget due to phasing over 12 months.

Health - Variance above budget expectations

Expected Income from Food Premises/Registration for year 13/14, invoiced in bulk as opposed to budget phased over 12 months.

Education and Welfare - Variance below budget expectations

Royalties for Region funding of \$1.5m for Paraburdoe Childcare Centre is yet to be received.

Housing - Variance below budget expectations

Sale of vacant block on Hedditch Street in Onslow expected to occur in May 2014.

Community Amenities - Variance above budget expectations

Higher than expected income on Commercial Refuse and Sanitation Levied Domestic charges due to bulk invoicing in July/August for 13/14 year as opposed to budget phase over 12 months.

Transport - Variance above expectations.

Black Spot Funding for Second Ave, Onslow, received was not budgeted.

Economic Services - Variance below budget expectations.

Income from Building Fees/Licences have been low in the first quarter, is expected to pick up later in the year.

Other Property & Services - Variance below budget expectations

YTD income expected to be received for Onslow Airport Camp & Nameless Valley Camp slightly lower than budget.

REPORTABLE OPERATING EXPENSE VARIATIONS

Governance - Variance below budget expectations

Business Improvement Project budgeted to commence in September, now due to start in November 2013.

Law, Order, Public Safety - Variance below budget expectations

Salaries and Superannuation below budget, due to phasing estimations.

Education and Welfare - Variance below budget expectations

Lower spendings in western sector youth activities due to under funding for the quarter.

Housing - Variance below budget expectations

Lower spending than budgeted on housing, maintenance program will pick up later in the year.

Community Amenities - Variance below budget expectations

Expenditure on Sanitation for both Tom Price & Onslow will be progressed in later months.

Recreation & Culture - Variance below budget expectations

Generally delayed spending in most areas coupled with nil depreciation costs reported in July, August and September.

Transport - Variance below budget expectations

Expenditure below budget mainly attributed by Nil reporting of depreciation costs on assets in the month of July, August and September.

Economic Services - Variance below budget expectations

Expenditure planned for Onslow Ocean View Caravan Park has been delayed.

Other Property and Services - Variance below budget expectations

Private Works expenditure for September quarter lower than budget.

REPORTABLE NON-CASH VARIATIONS

Profit/Loss On Asset Disposals

Realisation on Asset disposals in July, August and September held back as 12/13 year end work still progressing on fixed assets work.

Depreciation on Assets - Variance above budget expectations.

Depreciation on fixed assets for the month of July, August and September have been reported at zero value, as Fair Value Reporting for plant & equipment is still progressing and if reported now would reflect incorrect financial data.

Proceeds for Lot 555 & Lot 556 Beadon Creek Road Onslow were received in July 2013, however this asset has not been disposed of in the Asset Register.

REPORTABLE CAPITAL EXPENSE VARIATIONS

Purchase of Land Held for Resale - Variance below budget expectations.

YTD expenditure on land developments lower than budget - contractors yet to submit invoice for payment.

Purchase of Land & Buildings - Variance below budget expectations.

Expenditure for Tom Price Sporting Precinct & New Staff Housing Projects, lower than budget expectations.

Purchase of Infrastructure Assets Roads - Variance below budget expectations.

Expenditure will be incurred later in financial year for roads.

Purchase of Infrastructure Drainage - Variance below budget expectations.

Works Prog Paraburdoo Urban Drainage Reconstruct - remainder work now scheduled for later 2013 following drainage works on the TP Sporting Precinct.
Onslow Storm Surge Protection quotes being sought.

Purchase of Aerodromes - Variance above budget expectations.

Onslow Airport Construction - Planned work on Terminal Construction progressed with speed in July/August forecast.

Purchase of Infrastructure Assets Other - Variance below budget expectations.

Installation of Town Entry Signage work has not begun on this project to date.

Tom Price/Paraburdoo Cricket Nets projects as work planned July/August has not progressed to date.

Work on the Onslow and Paraburdoo Refuse site upgrade will be commence later in the year.

Proceeds from Disposal of Assets Variance above budget expectations.

Planned vehicle disposals in 12/13 year carried over to July/August.

Repayment of Debentures - Variance below budgeted expectations.

Loan repayments lower than budget due to timing difference - will pick up in later months.

Transfers to Restricted Assets (Reserves) - Variance below budgeted expectations.

Transfers to Reserves will occur when planned land sales eventuate in the financial year.

Transfers from Restricted Assets (Reserves) - Variance above budgeted expectations.

Transfer of \$1.5m for Housing project transferred early in the year than budgeted.

SHIRE OF ASHBURTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2013 TO 30 SEPTEMBER 2013

3. ACQUISITION OF ASSETS	2013/14 Budget \$	September 2013 Actual \$
The following assets have been acquired during the period under review:		
<u>By Program</u>		
Governance		
<i>Administration General - Tom Price & Paraburdoo</i>		
Office Equipment	3,000	0.00
Office Upgrade - Paraburdoo	0	0.00
Furniture & Fittings	6,000	674.67
Office Renovations - Tom Price	31,500	0.00
<i>Western Operations Administration</i>		
Computer Equipment	0	39,069.68
Office Equipment	1,000	11,475.00
Telecommunications Equipment - Onslow Office	0	1,086.75
Airconditioners - Onslow Office	0	0.00
Cap - Bldg Prog/Admin Onslow	360,236	75,275.50
Furniture & Fittings	0	14,160.95
Asset Expansion Admin Land & Buildings	0	0.00
<i>Human Resources & Information Technology</i>		
Computer Equipment	50,000	4,349.15
<i>Other Governance</i>		
Motor Vehicle Purchase	0	0.00
Office Equipment	35,000	0.00
Law, Order & Public Safety		
<i>Fire Prevention</i>		
Fire Control Vehicles	0	0.00
<i>Animal Control Eastern Sector</i>		
Upgrade Dog Pound	5,400	948.27
<i>Other Law, Order & Public Safety</i>		
Crime Prevention	75,000	104.09
Health		
<i>Aboriginal Health</i>		
Aboriginal Health Vehicle	0	0.00
<i>Health Inspection & Administration</i>		
Furniture & Fittings	0	0.00
Education & Welfare		
<i>Youth Services - Western Sector</i>		
Plant & Equipment	0	0.00
Housing		
<i>Staff Housing</i>		
Asset New Housing Land & Buildings	2,100,000	24.00
Cap - Bldg Prog/Staff Housing	300,502	31,465.88
<i>Other Housing</i>		
Cap - Bldg Prog/Senior Citizen Units	0	0.00
Cap - Bldg Prog Carinya Unts	0	173.03
Community Amenities		
<i>Sanitation General Refuse</i>		
Buildings	0	0.00
Works Prog/Sanitation (Capital)	550,000	1,077.46
Assets Expansion Sanitation Infrastruct Assets - Other	400,000	0.00
Asset New Sanitation Infrastruct Other	160,000	0.00
<i>Urban Stormwater Drainage</i>		
Onslow Drainage	0	35,533.93
<i>Town Planning/Regional Development</i>		
Onslow Townscape Development	0	0.00

SHIRE OF ASHBURTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2013 TO 30 SEPTEMBER 2013

	2013/14 Budget \$	September 2013 Actual \$
3. ACQUISITION OF ASSETS		
The following assets have been acquired during the period under review:		
Tom Price Town Centre Revitalisation	0	0.00
Paraburdoo Town Centre Redevelopment	1,589,325	3,193.44
<u>Other Community Amenities</u>		
Onslow Cemetery Upgrade	0	0.00
Asset New Other Community Furniture & Equip	28,500	0.00
Asset New Other Community Plant & Equipment	0	0.00
Asset New Other Community Furn & Equip	0	0.00
Asset New Other Community Amenities Infrastruct Other	20,000	0.00
Upgrade - Central Toilets Tom Price	0	0.00
Cap - Bldg Prog/Other Community Amenities	0	11.05
Recreation and Culture		
<u>Public Halls, Civic Centres</u>		
Cap - Bldg Prog/Public Halls	219,355	1,435.00
<u>Swimming Areas - Tom Price</u>		
Cap - Bldg Prog/Swimming Areas Tom Price	36,769	0.00
Asset New Tp Pool Plant & Equip	0	0.00
<u>Foreshore Areas Onslow</u>		
Asset New Foreshore Infrastruct Other	204,800	175,739.11
Works Prog/Foreshore Onslow (Capital)	500,000	1,155.35
Plant & Equipment Capital Expenditure	0	0.00
<u>Swimming Areas - Paraburdoo</u>		
Plant & Equipment Capital Expenditure	0	0.00
Asset Expansion Para Pool Plant & Equip	0	0.00
Cap - Bldg Prog/Swimming Areas Para	2,305	0.00
<u>Other Recreation & Culture</u>		
Asset Expansion Ovals Infrastruct Parks	0	0.00
Asset New Parks Infrastruct Parks	530,000	2,594.31
Infrastructure Parks	30,000	0.00
Infrastructure - Other	166,000	0.00
Plant & Equipment Capital Expenditure	0	0.00
Asset Expansion Parks Infrastruct Parks	0	126.32
Works Prog/Other Recreation (Capital)	55,000	0.00
Cap - Bldg Prog/Other Rec - Onslow	0	0.00
Cap - Bldg Prog/Other Rec - Paraburdoo	41,080	0.00
Cap - Bldg Prog/Other Rec - Tom Price	15,000	0.00
Sporting Precinct Upgrade - Onslow	44,500	0.00
Security Cctv Project - Onslow	0	1,314.56
Asset Expansion Other Sport & Rec Land & Buildings	55,275	0.00
Asset Expansion Other Sport & Rec Infrastruct Other	0	0.00
Asset New Other Rec Land & Buildings	3,447,500	1,841,465.75
Rsl Memorial Park	52,500	0.00
<u>TV & Radio Rebroadcasting</u>		
Broadcasting Equipment	0	3,800.00
<u>Libraries - Tom Price</u>		
Furniture & Fittings	7,850	0.00
Cap - Bldg Prog/Library - Tom Price	0	0.00
<u>Libraries - Onslow</u>		
Furniture & Fittings	0	0.00
<u>Libraries - Paraburdoo</u>		
Furniture & Fittings	16,000	0.00
Cap - Bldg Prog/Library Paraburdoo	8,123	0.00
<u>Other Culture</u>		
Cap - Bldg Prog/Other Culture	99,999	0.00
Infrastructure - Christmas Decorations	17,000	335.91
Transport		
<u>Construction Streets, Roads, Bridges, Depots</u>		
Works Program Capital Street Lighting	100,000	0.00

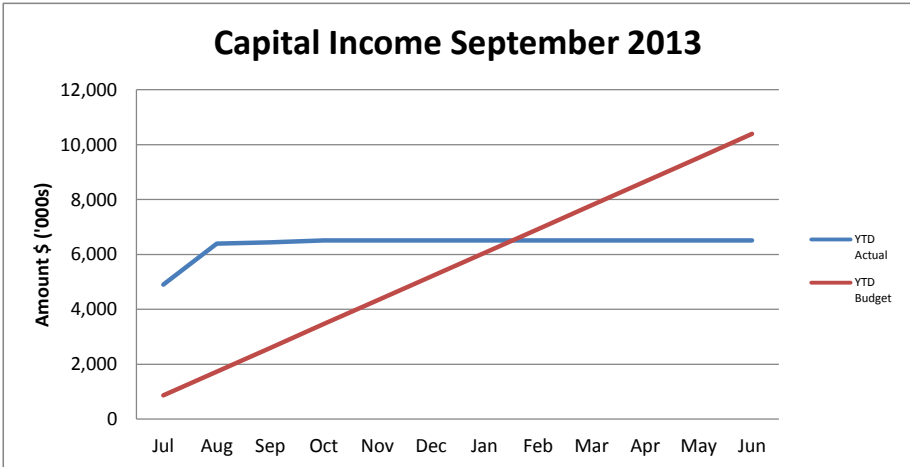
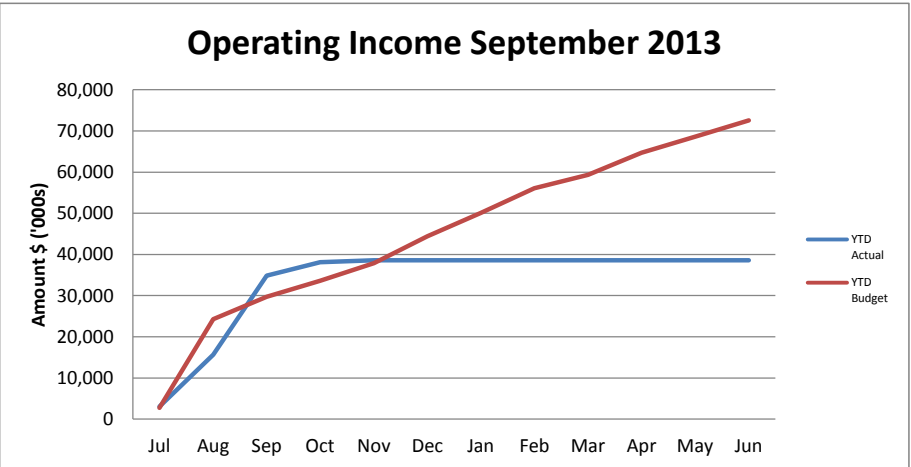
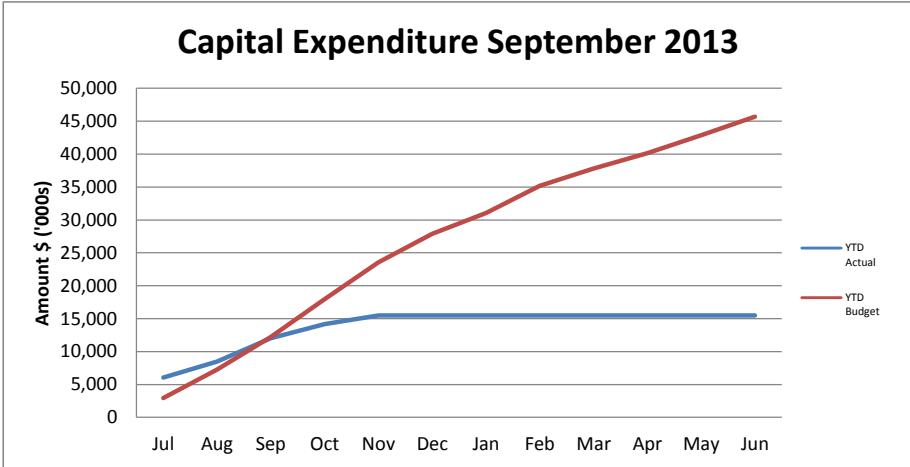
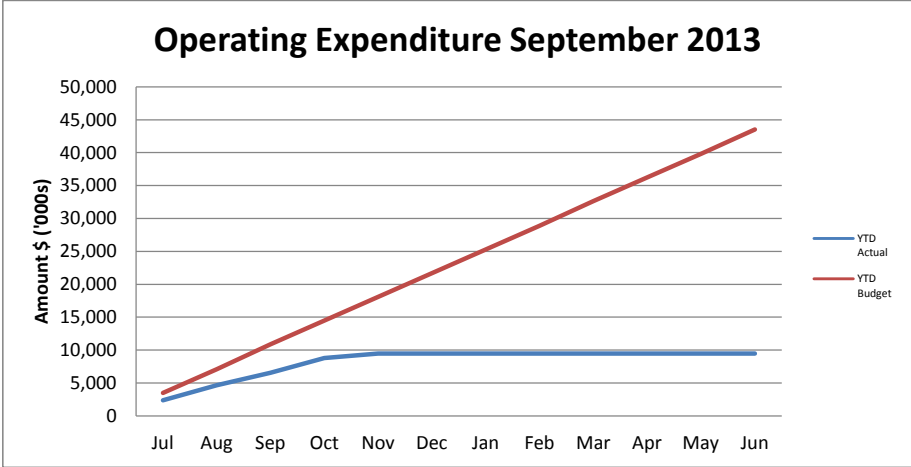
SHIRE OF ASHBURTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

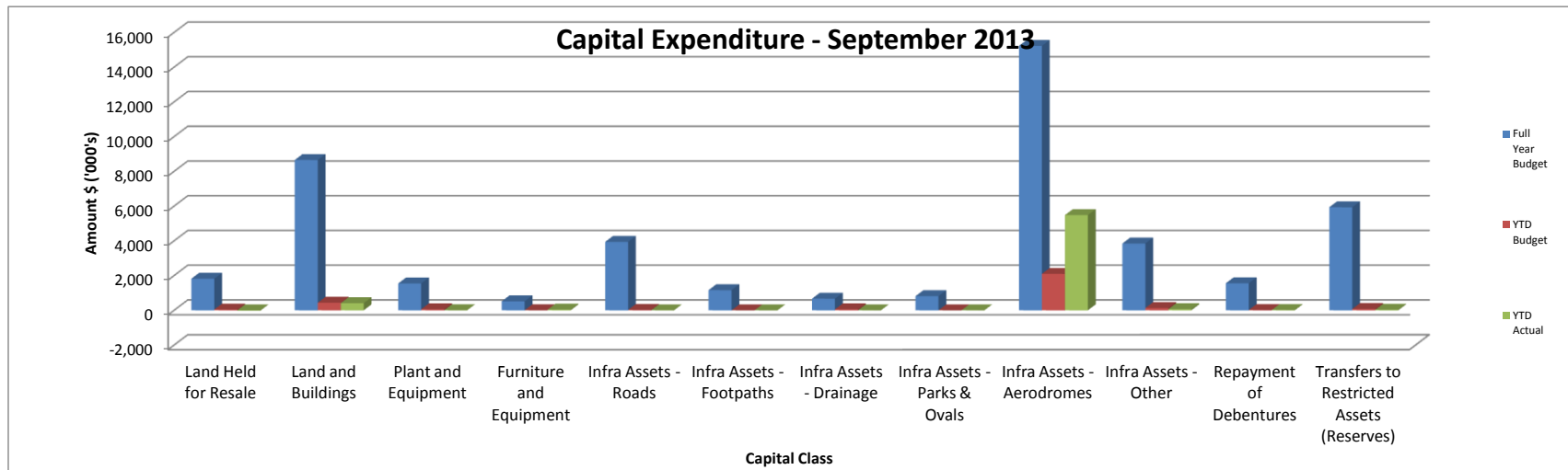
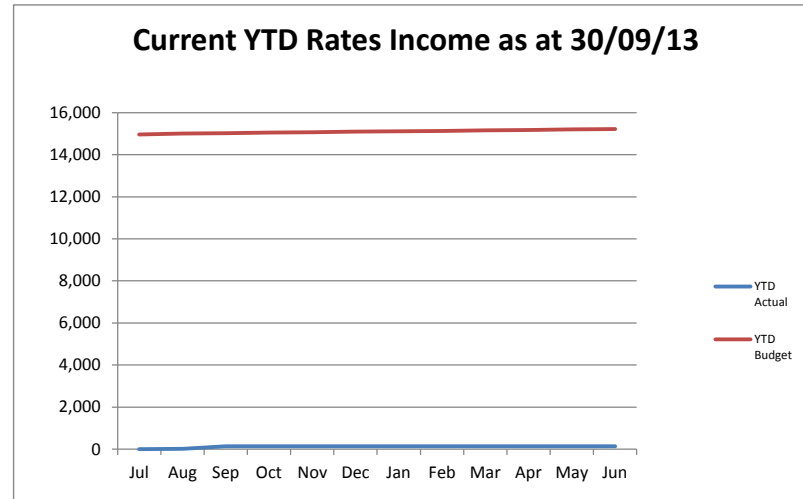
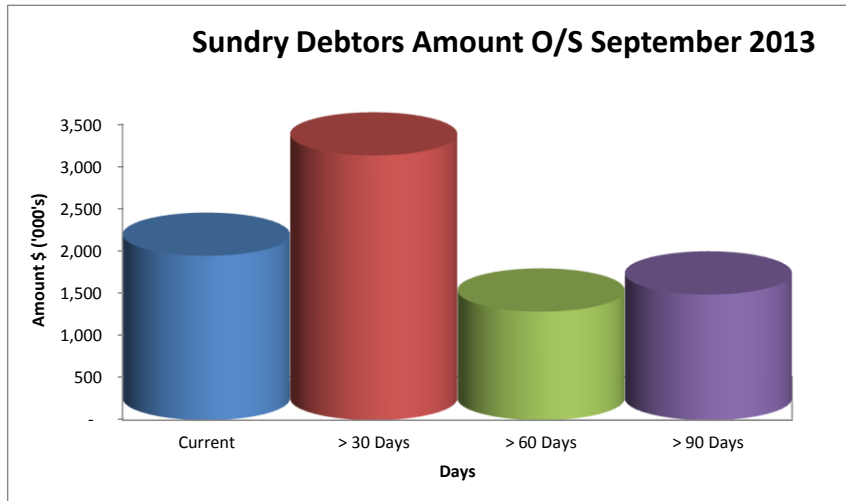
FOR THE PERIOD 1 JULY 2013 TO 30 SEPTEMBER 2013

3. ACQUISITION OF ASSETS	2013/14 Budget \$	September 2013 Actual \$
The following assets have been acquired during the period under review:		
Asset New Roads Infrastruct Roads	580,000	0.00
Asset Expansion Roads Infrstruct Roads	2,787,591	1,991.29
Works Prog/Road Construct	470,000	5,247.46
Works Prog/Drainage Const	669,999	0.00
Works Prog/F'Path Constr	1,162,770.00	0.00
<u>Maintenence Streets, Roads, Bridges, Depots</u>		
Cap - Bldg Prog/Depots	41,347	21,107.47
<u>Road Plant Purchases</u>		
Plant & Equipment Capital Expenditure	620,000	0.00
Asset New Plant Plant & Equipment	175,000	0.00
Motor Vehicle	732,532	0.00
Asset New Motor Vehicles Plant & Equipment	0	0.00
<u>Onslow Airport</u>		
Airport Upgrade	15,226,123.00	9,141,863.39
Onslow Airport Emergency Evacuation Works	0.00	13,019.17
Economic Services		
<u>Visitor Centre - Tom Price</u>		
Asset Expansion Visitor Centre Land & Buildings	0	0.00
<u>Tourism & Area Promotion - Eastern Sector</u>		
Signage - Eastern Sector	120,000	9,312.54
<u>Tourism & Area Promotion - Onslow</u>		
Sun Chalets - Buildings	0	0.00
Asset Expansion Ocean View C/Park Land & Buildings	200,000	0.00
Cap - Bldg Prog/Tourism - Onslow	0	5,720.76
<u>Building Control</u>		
Furniture & Fittings	0	0.00
Office Equipment	0	0.00
<u>Economic Development</u>		
Asset New Malls Land & Buildings	30,000	0.00
Other Property & Services		
<u>Public Works Overheads</u>		
Office Equipment	0.00	0.00
<u>Onslow Residential Development</u>		
Building Construction	0	0.00
Land Purchase	0	0.00
<u>Onslow industrial Development</u>		
Subdivision Surveying & Plans	0	16,297.54
Design & Plan Expenses	147,000	61,542.64
Services Installation - Onslow Industrial Land	140,000	0.00
<u>Tom Price Residential Land Development (Land Held For Resale)</u>		
Services Installation - Tom Price Residential Land	600,001	0.00
Asset New Tp Residential Land	50,000	0.00
<u>Tom Price Industrial Land Development (Land Held For Resale)</u>		
Land Purchase	0	0.00
Subdivision, Survey & Plans - Industrial Land	31,500	0.00
Design & Plan Expenses	100,000	0.00
Services Installation	800,000	0.00
	<u>36,048,382</u>	<u>11,522,691.42</u>

Income and Expenditure Graphs



Other Graphs



Private Works Register to 30 September 2013

Private Works Job #	Job Description	Private Works Start Date	Private Works Income #	Private Works Income Description	Costs					Life To Date Private Works Costs	Income					Life To Date Private Works Income	Profit/(Loss)	%
					30/09/2013	30/06/2013	30/06/2012	30/06/2011	30/06/2010		30/09/2013	30/06/2013	30/06/2012	30/06/2011	30/06/2010			
					2013/14	2012/13	2011/12	2011/10	2011/10		2013/14	2012/13	2011/12	2011/11	2009/10			
Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year		
X001	Works From Private Works	1/07/2009	XI01	Private Works Income Other	1,023.17	44,658.95	21,211.60	72,177.70	64,225.27	203,296.69	38.12	5,044.15	35,796.80	208,368.68	233,216.01	482,463.76	279,167.07	137.32%
X005	Private Works - Sealing Aggregate Production	1/07/2009			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
X003	Kiss and Drop Tom Price	1/07/2009			0.00	7,973.90	0.00	0.00	0.00	7,973.90	0.00	0.00	0.00	0.00	0.00	(7,973.90)	(100.00)%	
X004	Tom Price High School Car Park	1/07/2009			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
X006	Private Works - Nameless Valley Aggregate	1/07/2009			0.00	0.00	0.00	0.00	2,789.65	2,789.65	0.00	0.00	0.00	394,402.16	394,402.16	391,612.51	14038.05%	
X007	Nanutarra Munina Rd	1/07/2009	XI07	Nanutarra Munina Rd	0.00	7,166.10	18,254.66	2,234,086.69	1,372,039.47	3,631,546.92	0.00	0.00	0.00	1,727,729.11	2,443,169.63	4,170,896.74	539,351.82	14.85%
X008	Playground - Birds Park	27/11/2009			0.00	0.00	0.00	0.00	8,802.00	8,802.00	0.00	0.00	0.00	0.00	0.00	(8,802.00)	(100.00)%	
X009	Private Works Nameless Valley Camp	10/03/2010	XI09	Private Works Nameless Valley Camp	507,193.67	2,047,284.31	1,992,973.29	699,350.31	292,700.27	5,499,501.85	149,182.50	2,584,182.43	1,979,894.00	79,732.00	413,373.82	5,206,364.75	(293,137.10)	(5.33)%
X010	Fortescue Falls Carpark	30/06/2010			0.00	0.00	5,606.28	63,043.47	0.00	68,649.75	0.00	0.00	0.00	0.00	40,000.00	(28,649.75)	(41.73)%	
X011	P/Wks Mine Rd LIA Intersection Works	14/10/2010	XI11	P/Wks Mine Rd LIA Intersection Works	0.00	0.00	45,824.52	839,250.11	0.00	885,074.63	0.00	0.00	7,076.46	808,590.69	0.00	815,667.15	(69,407.48)	(7.84)%
X012	Fuel Allocated to Contractors for Road Construction Jobs	30/11/2010	XI12	Income from Contractors for fuel for Road Construction	0.00	0.00	49,698.99	38,463.87	0.00	88,162.86	0.00	0.00	56,058.44	0.00	0.00	56,058.44	(32,104.42)	(36.41)%
X013	Rehabilitation works @ Binarn Road	22/03/2011	XI13	Rehabilitation works @Binarn Road	0.00	0.00	310.00	17,248.18	0.00	17,558.18	0.00	0.00	0.00	73,500.00	0.00	73,500.00	55,941.82	318.61%
X014	Maintenance Grading of RTIO Access Tracks	7/04/2011	XI14	Maintenance Grading of RTIO Access Tracks	0.00	2,008.96	0.00	20,312.66	0.00	22,321.62	0.00	0.00	(5,945.00)	26,260.00	0.00	20,315.00	(1,997.62)	(7.11)%
		18/04/2011	XI15	Hire of Rubbish Truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	261.01	25,200.00	2,275.00	27,736.01	27,736.01	0.00%
		18/04/2011	XI16	Mis Private Works for MRWA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,360.00	0.00	1,360.00	1,360.00	0.00%
X017	P/Wks Hire of Road Sweeper	29/08/2011	XI17	P/Wks - Inc Hire of Road Sweeper	0.00	2,619.45	631.97	0.00	0.00	3,251.42	3,863.64	11,852.09	7,482.00	3,892.00	15,536.09	42,625.82	39,374.40	1210.99%
X018	Onsolw Airport Aprol & Landing Node Extension	19/04/2011	XI18	Onsolw Airport Aprol & Landing Node Extension	0.00	2,325.00	89,723.00	456,275.26	0.00	548,323.26	0.00	0.00	101,078.47	482,343.74	0.00	583,422.21	35,096.95	6.40%
X019	Hammersley Gorge Works	27/04/2011	XI19	Hammersley Gorge Works	170,314.40	253,799.22	999,193.34	187,349.72	0.00	1,610,656.68	284,269.18	244,162.95	357,832.06	734,183.20	0.00	1,620,447.39	9,790.71	0.61%
X020	P/Wks Roadworks & Repairs Strothers Court Tom Price	29/08/2011	XI20	Roadworks & Repairs Strothers Court Tom Price	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	140,000.00	0.00	140,000.00	140,000.00	0.00%
X021	Pump Out Sewer TP Town Centre	16/05/2011	XI21	Pump Out Sewer TP Town Centre	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
X022	P/Wks RTIO - S Fortescue Borefields Road Maintenance	11/07/2011	XI22	P/Wks INC RTIO - S Fortescue Borefields Road Maint	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
X023	P/Wks RTIO - White Quarts Road Maintenance	11/07/2011	XI23	P/Wks INC RTIO White Quarts Road Maintenance	0.00	0.00	3,285.54	0.00	0.00	3,285.54	0.00	0.00	14,866.00	0.00	0.00	14,866.00	11,580.46	352.47%
X024	P/Wks - RTIO LIA Access Road Improvements	11/07/2011	XI24	P/Wks INC RTIO LIA Access Rd Improvements	13,200.00	109,378.39	698,063.77	0.00	0.00	820,662.16	0.00	273,879.70	607,468.62	0.00	0.00	881,348.32	60,686.16	7.39%
X025	P/Wks - Hire of Grader	11/07/2011	XI25	P/Wks Inc - Hire of Grader	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,802.68	0.00	0.00	0.00	18,802.68	18,802.68	0.00%
X026	P/Wks RTIO - Paraburdoo Camp Road Drainage	11/07/2011	XI26	P/Wks Inc RTIO - Paraburdoo Camp Road Drainage	0.00	152,752.96	0.00	0.00	0.00	152,752.96	0.00	174,195.20	0.00	0.00	0.00	174,195.20	21,442.24	14.04%
X027	P/Wks - RTIO Western Turner	14/07/2011	XI27	P/Wks - INC RTIO Western Turner	0.00	1,675.55	0.00	0.00	0.00	1,675.55	0.00	0.00	0.00	0.00	0.00	0.00	(1,675.55)	(100.00)%
X028	P/Wks - BHPB Juna Downs Rd	22/09/2011	XI28	P/Wks INC - BHPB Juna Downs Road	0.00	0.00	958,184.30	0.00	0.00	958,184.30	0.00	0.00	1,034,700.94	0.00	0.00	1,034,700.94	78,516.64	7.99%
X029	P/Wks - Grading WaterCorp Roads	23/02/2012	XI29	Income - Grading WaterCorp Roads	0.00	3,084.83	10,108.77	0.00	0.00	13,193.60	0.00	6,696.00	0.00	0.00	0.00	6,696.00	(6,497.60)	(49.25)%
X030	P/Wks - RTIO Paraburdoo Caravan Park	6/03/2012	XI30	P/Wks Inc - RTIO Paraburdoo Caravan Park	0.00	894,976.98	813,090.55	0.00	0.00	1,708,067.53	0.00	1,134,832.31	900,473.27	0.00	0.00	2,035,305.58	327,238.05	19.16%
X031	P/Wks - Nameless Valley Camp Extension	6/03/2012	XI31	P/Wks Inc - Nameless Valley Extension	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
X032	Onsolw Airport Camp	11/07/2012	XI32	Onsolw Airport Camp Income	505,505.11	2,447,827.42	0.00	0.00	0.00	2,953,332.53	717,011.83	2,612,062.66	0.00	0.00	0.00	3,329,074.49	375,741.96	12.72%
X033	P/Wks Gregory Way Subdivision	30/07/2012	XI33	P/Wks Gregory Way Subdivision	111,803.99	814,280.62	0.00	0.00	0.00	926,084.61	121,253.28	983,960.25	0.00	0.00	0.00	1,105,213.53	179,128.92	19.34%
X034	P/Wks - IBN Wakathuni & Bellary	30/09/2012	XI34	P/Wks - Inc IBN Wakathuni & Bellary	0.00	23,234.83	0.00	0.00	0.00	23,234.83	0.00	30,425.55	0.00	0.00	0.00	30,425.55	7,190.72	30.95%
X035	P/Wks - RTIO Mirandoo Roads	4/12/2012	XI35	P/Wks Inc - RTIO Mirandoo Roads	0.00	6,275.59	0.00	0.00	0.00	6,275.59	0.00	6,312.50	0.00	0.00	0.00	6,312.50	35.91	0.59%
X036	NTPPS Gardening	21/02/2013	XI36	NTPPS Gardening	151.47	1,025.48	0.00	0.00	0.00	1,176.95	431.00	2,968.02	0.00	0.00	0.00	3,399.02	2,222.07	188.80%
X037	P/Wks BHPB - GNH/Coondewanna Intersection Upgrade	21/02/2013	XI37	P/Wks Inc - BHPB - GNH/Coondewanna Intersection U	778.51	21,120.00	0.00	0.00	0.00	21,898.51	0.00	0.00	0.00	0.00	0.00	0.00	(21,898.51)	(100.00)%
X038	Private Works - DEC	08/03/2013	XI38	Private Works - DEC Income	0.00	18,330.95	0.00	0.00	0.00	18,330.95	0.00	20,161.93	0.00	0.00	0.00	20,161.93	1,830.98	9.99%
X039	Karingal Car Park	4/06/2013	XI39	Karingal Car Park	167,998.32	0.00	0.00	0.00	0.00	167,998.32	649,472.73	0.00	0.00	0.00	0.00	649,472.73	481,474.41	286.59%
Road works funded by external sources																		
C202	Nameless Valley Road Preliminaries																	
C203	Nameless Valley Road Construction				1,477,968.64	6,861,800.49	5,706,180.58	4,627,557.97	1,700,556.66	20,374,064.34	1,925,522.28	8,109,538.42	5,097,443.07	4,311,179.42	3,541,972.71	22,985,655.90	2,611,591.56	12.82%
C230	Juna Downs Rd																	

Notes:

The Life To Date figures provided in this report are effective from 1 July 2009. Council commenced using SynergySoft in the 2007/08 financial year but did not commence utilising the Works Costing (Job) Ledger fully until the 2009/10 financial year.

Profit/Loss Summary

	Income	Expense	Profit/(Loss)
2013/14	1,925,522.28	1,477,968.64	447,553.64
2012/13	8,109,538.42	6,861,800.49	1,247,737.93
2011/12	5,097,443.07	5,706,180.58	(608,737.51)
2010/11	4,311,179.42	4,627,557.97	(316,378.55)
2009/10	3,541,972.71	1,700,556.66	1,841,416.05
	22,985,655.90	20,374,064.34	2,611,591.56

LIST OF PAYMENTS FOR OCTOBER 2013

Municipal Payments

Chq/EFT	Date	Name	Description	Amount
EFT22400	03/10/2013	AJB SUPERANNUATION FUND	Superannuation contributions	763.24 CSH
EFT22401	03/10/2013	ALCOLIZER PTY LTD	Recalibration of Alcolizer Breath Tester	308.00 CSH
EFT22402	03/10/2013	AMANDA RICE BT SUPER FOR LIFE	Superannuation contributions	181.83 CSH
EFT22403	03/10/2013	AMP FLEXIBLE SUPER	Superannuation contributions	833.64 CSH
EFT22404	03/10/2013	ARRB Group Ltd	Professional services to Onslow Airport	114,309.40 CSH
EFT22405	03/10/2013	Abco Products	Various cleaning products	5,035.76 CSH
EFT22406	03/10/2013	Aerodrome Management Services Pty Ltd	Construct and operate sealed strip service for RFDS	1,210.00 CSH
EFT22407	03/10/2013	Albany Advertiser	Advertisement	607.34 CSH
EFT22408	03/10/2013	Alltrack WA Pty Ltd	Plant hire for Onslow Airport	170,725.50 CSH
EFT22409	03/10/2013	Apryl Longford	Reimbursement	204.14 CSH
EFT22410	03/10/2013	Austral Mercantile Collections Pty Ltd	Rates Legal advice	1,470.83 CSH
EFT22411	03/10/2013	Australian Super	Superannuation contributions	9,802.35 CSH
EFT22412	03/10/2013	BJK Publishing & Photography	Various souvenirs for visitor centre	778.50 CSH
EFT22413	03/10/2013	BT - SUPERWRAP PERSONAL SUPER PLAN	Superannuation contributions	139.86 CSH
EFT22414	03/10/2013	BT Financial Group	Superannuation contributions	42.75 CSH
EFT22415	03/10/2013	BT Financial Group	Superannuation contributions	249.66 CSH
EFT22416	03/10/2013	BT Lifetime Super	Superannuation contributions	473.23 CSH
EFT22417	03/10/2013	BT SUPER FOR LIFE	Superannuation contributions	456.00 CSH
EFT22418	03/10/2013	BT SUPER FOR LIFE	Superannuation contributions	579.80 CSH
EFT22419	03/10/2013	BT SUPER FOR LIFE	Superannuation contributions	351.98 CSH
EFT22420	03/10/2013	BT SUPER FOR LIFE	Superannuation contributions	411.02 CSH
EFT22421	03/10/2013	BUSS (QUEENSLAND) PTY LTD BUSS Q	Superannuation contributions	529.50 CSH
EFT22422	03/10/2013	Bob Waddell Consultant	Assistance with Statutory budget	853.88 CSH
EFT22423	03/10/2013	CASTLEDINE GREGORY	Legal advice	844.80 CSH
EFT22424	03/10/2013	CBus Super	Superannuation contributions	4,194.16 CSH
EFT22425	03/10/2013	CENTRAL INSTITUTE OF TECHNOLOGY	Staff training	2,200.00 CSH
EFT22426	03/10/2013	CENTURION TRANSPORT CO PTY LTD	Freight	184.27 CSH
EFT22427	03/10/2013	COATES HIRE - ONSLOW	Plant hire for Onslow Airport	2,457.00 CSH
EFT22428	03/10/2013	COMMSTRAT	Advertisement	1,100.00 CSH
EFT22429	03/10/2013	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	Superannuation contributions	456.00 CSH
EFT22430	03/10/2013	Cardno Geotech Pty Ltd	Technician hire	10,993.84 CSH
EFT22431	03/10/2013	Care Super	Superannuation contributions	970.78 CSH
EFT22432	03/10/2013	DENISE WRIGHT	Reimbursement	59.67 CSH
EFT22433	03/10/2013	DICE SOLUTIONS	Investigate fault on AC in room E06	1,043.90 CSH
EFT22434	03/10/2013	Dean and Jane Hathaway Superfund	Superannuation contributions	422.58 CSH
EFT22435	03/10/2013	E & MJ Rosher Pty Ltd	Various auto parts and repairs	227.75 CSH
EFT22436	03/10/2013	EMPLUS	Superannuation contributions	170.17 CSH
EFT22437	03/10/2013	FINAL TRIM OPERATORS	Final Trim Grade operator	6,883.80 CSH
EFT22438	03/10/2013	Fuji Xerox Australia Pty Ltd	Printing expenses	996.60 CSH
EFT22439	03/10/2013	GCS CLEANING AND CARPET CARE	Carpet cleaning	310.00 CSH
EFT22440	03/10/2013	GLH CONTRACTING	Grading maintenance to twitched rd	33,122.17 CSH
EFT22441	03/10/2013	GRAPHIC SOURCE PTY LTD	Graphic design fees	2,774.20 CSH
EFT22442	03/10/2013	Hanson Construction Materials	Concrete	6,333.47 CSH
EFT22443	03/10/2013	Hema Map Pty Ltd	Souvenirs for visitor centre	116.93 CSH
EFT22444	03/10/2013	Hesta Super Fund	Superannuation contributions	160.94 CSH
EFT22445	03/10/2013	Host Plus Executive Super	Superannuation contributions	3,448.74 CSH
EFT22446	03/10/2013	IAN COOMBES AUSTRALIA P/L	Pool Blanket Roller Bearing	39.60 CSH
EFT22447	03/10/2013	Ironcat Earthmoving Tyres	Various auto parts and repairs	2,860.00 CSH
EFT22448	03/10/2013	J A Glover	Wages	10,182.67 CSH
EFT22449	03/10/2013	J. Blackwood & Son Limited	Various cleaning products	583.86 CSH
EFT22450	03/10/2013	JAPANESE TRUCK & BUS SPARES	Various auto parts and repairs	145.80 CSH
EFT22451	03/10/2013	JR & A Hersey Pty Ltd	Staff uniforms	72.71 CSH
EFT22452	03/10/2013	KINETIC COPYWRITING	Articles	1,105.50 CSH
EFT22453	03/10/2013	Karratha Smash Repairs	Various auto parts and repairs	1,416.10 CSH
EFT22454	03/10/2013	Komatsu Australia Pty Ltd	Various auto parts and repairs	225.37 CSH
EFT22455	03/10/2013	Kota Holdings Pty Ltd T/A Exclusive Iron Ore Jewellery	Various souvenirs for visitor centre	1,689.16 CSH
EFT22456	03/10/2013	Kyle & Company Solicitors	Onslow Salt water main deed of covenant	13,200.00 CSH
EFT22457	03/10/2013	LMW HEGNEY	Valuation of Onslow Sun Chalets for Commercial rental value purposes	8,800.00 CSH
EFT22458	03/10/2013	MEDICAL SALES AND SERVICE	Containers	41.58 CSH
EFT22459	03/10/2013	MOBILE CONCRETING SOLUTIONS PTY LTD	Road base	44,098.44 CSH
EFT22460	03/10/2013	MTAA Superannuation Fund	Superannuation contributions	377.38 CSH
EFT22461	03/10/2013	McDOWELL EXEC. SUPER PLAN	Superannuation contributions	1,665.00 CSH
EFT22462	03/10/2013	NINGALOO REEF ADVENTURE CAMPS	Accommodation and food for team building community development	3,118.50 CSH
EFT22463	03/10/2013	NTC Contracting	Plant hire for 4 mile	27,296.50 CSH
EFT22464	03/10/2013	Nationwide Superannuation Fund	Superannuation contributions	422.58 CSH
EFT22465	03/10/2013	Office Choice Malaga	Shire stationary	15,167.42 CSH
EFT22466	03/10/2013	Onslow - Karratha Hedland Courier Services	Freight	32.61 CSH
EFT22467	03/10/2013	Onslow Tyre Service	Various auto parts and repairs	151.80 CSH
EFT22468	03/10/2013	PCS - PILBARA CONCRETE SERVICE	Concrete	1,024.10 CSH
EFT22469	03/10/2013	PILBARA FOOD SERVICES P/L	Kitchen supplies	121.70 CSH
EFT22470	03/10/2013	Port Printing Works	Shire printing	1,278.00 CSH
EFT22471	03/10/2013	Power Tools and Machinery Sales	Various auto parts and repairs	250.00 CSH
EFT22472	03/10/2013	Prime Super	Superannuation contributions	43.41 CSH
EFT22473	03/10/2013	Q SUPER	Superannuation contributions	957.72 CSH
EFT22474	03/10/2013	QUALITY PRESS	Shire printing	899.80 CSH
EFT22476	03/10/2013	REI Super	Superannuation contributions	925.00 CSH

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EFT22477	03/10/2013	Rio Tinto - Pilbara Iron Company Services Pty Ltd	Electricity usage at various locations	2,290.40	CSH
EFT22478	03/10/2013	Royal Wolf Trading	Rental of accommodation units at the Tom Price camp.	66,090.92	CSH
EFT22479	03/10/2013	SIGNATURE SUPER	Superannuation contributions	401.45	CSH
EFT22480	03/10/2013	SOA Depot Social Club	Payroll deductions	52.50	CSH
EFT22481	03/10/2013	Scribal Group Pty Ltd T/as Carbonrib Wa Pty Ltd	Document holders	700.00	CSH
EFT22482	03/10/2013	Sigma Chemicals	Chemicals for Para Pool	534.45	CSH
EFT22483	03/10/2013	Staples Australia Pty Limited	Shire stationary	1,435.39	CSH
EFT22484	03/10/2013	State Library of WA	Recoveries lost and damaged books	2.20	CSH
EFT22485	03/10/2013	Statewide Super	Superannuation contributions	518.30	CSH
EFT22486	03/10/2013	Sunny Sign Company Pty Ltd	Signs	770.98	CSH
EFT22487	03/10/2013	THE CARPENTER AND TONKIN SUPERANNUATION FUND	Superannuation contributions	282.58	CSH
EFT22488	03/10/2013	TOLL EXPRESS	Freight	193.86	CSH
EFT22489	03/10/2013	The Workwear Group - Neat and Trim	Staff uniforms	910.10	CSH
EFT22490	03/10/2013	Thrifty Car Rental	Car hire	365.40	CSH
EFT22491	03/10/2013	Toll Ipec Pty Ltd	Freight	206.29	CSH
EFT22492	03/10/2013	WA Local Government Super Plan	Superannuation contributions	46,849.59	CSH
EFT22493	03/10/2013	WALGA - WA LOCAL GOV. ASSOC.	Travel costs and CEO Recruitment	21,879.34	CSH
EFT22494	03/10/2013	WELLTECH	Plant hire for Onslow Airport	8,525.00	CSH
EFT22495	03/10/2013	Westrac Pty Ltd	Various auto parts and repairs	899.00	CSH
EFT22496	03/10/2013	WestschemeDivision of Australian Super	Superannuation contributions	121.92	CSH
EFT22497	07/10/2013	BJK Publishing & Photography	Sales of Photographic prints at Visitor Centre	371.00	CSH
EFT22498	07/10/2013	Frank Richardson	Sales of Photographic prints at Visitor Centre	578.40	CSH
EFT22499	07/10/2013	LESTOK TOURS PTY LTD	Mine Tours Sept 13	23,375.08	CSH
EFT22500	07/10/2013	EARTHCARE LANDSCAPES	Clem Thompson Progress claim 4	736,746.18	CSH
EFT22501	10/10/2013	ANN EYRE	Councillor Attendance fee	9,657.60	CSH
EFT22502	10/10/2013	ARCHIVEWISE	Storage	59.02	CSH
EFT22503	10/10/2013	ARRB Group Ltd	Asphalt Mix Testing	8,745.00	CSH
EFT22504	10/10/2013	ASM ECLIPSE PTY LTD	Souvenirs for visitor centre	231.40	CSH
EFT22505	10/10/2013	Activ8me	Service and usage broadband	359.90	CSH
EFT22506	10/10/2013	Airport Lighting Specialists	Lights for Onslow Airport	2,687.74	CSH
EFT22507	10/10/2013	All Rid Pest Management	Spray nameless camp for millipedes	1,100.00	CSH
EFT22508	10/10/2013	Alltrack WA Pty Ltd	Plant hire for Onslow Airport	18,480.00	CSH
EFT22509	10/10/2013	Aspermont Limited	WME Magazine subscription	189.00	CSH
EFT22510	10/10/2013	BINNING PTY LTD	Plant hire for Onslow Airport	23,996.72	CSH
EFT22511	10/10/2013	BOC Gases	Gas	600.11	CSH
EFT22512	10/10/2013	BORAL CONSTRUCTION MATERIALS GROUP LTD	Pavement at Onslow Airport	378,030.70	CSH
EFT22513	10/10/2013	Baileys Fertilisers	Fertiliser	1,468.50	CSH
EFT22514	10/10/2013	Budget Car and Truck Rental	Car hire	1,763.11	CSH
EFT22515	10/10/2013	COATES HIRE - ONSLOW	Plant hire for Onslow Airport	2,229.70	CSH
EFT22516	10/10/2013	COMMANDER AUSTRALIA LIMITED	Network charges	499.72	CSH
EFT22517	10/10/2013	COMMISSIONER RONALD YURYENCH	Travel reimbursement	243.69	CSH
EFT22518	10/10/2013	Cardno Geotech Pty Ltd	Technician and hire of Laboratory and Vehicle	12,148.39	CSH
EFT22519	10/10/2013	Civic Legal Pty Ltd	Legal Advice	14,799.95	CSH
EFT22520	10/10/2013	DENNIS WRIGHT	Councillor attendance fee	6,794.87	CSH
EFT22521	10/10/2013	DIRECT TRADES SUPPLY P/L	Reticulation parts	3,340.05	CSH
EFT22522	10/10/2013	Davric Australia Pty Ltd	Boomerangs	924.88	CSH
EFT22523	10/10/2013	Doughlas Dias	Councillor attendance fee	6,864.70	CSH
EFT22524	10/10/2013	ESS THANLANYJI P/L	Maydays August	88,931.79	CSH
EFT22525	10/10/2013	Elisha Bush	12/13 Design Annual Report	210.00	CSH
EFT22526	10/10/2013	Ess Gumula Pty Ltd - Rocklea Palms	Catering for Meetings	141.35	CSH
EFT22527	10/10/2013	FINAL TRIM OPERATORS	Hire of Grader operator	2,663.38	CSH
EFT22528	10/10/2013	Fuji Xerox Australia Pty Ltd	Lease and rental agreement	2,140.60	CSH
EFT22529	10/10/2013	Hanson Construction Materials	Supply and Deliver Concrete	3,481.50	CSH
EFT22530	10/10/2013	ISS Integrated Services Pty Ltd	Catering for Council Meeting	556.60	CSH
EFT22531	10/10/2013	J. Blackwood & Son Limited	Orange flagging and bunting roll	226.56	CSH
EFT22532	10/10/2013	JAPANESE TRUCK & BUS SPARES	Various auto parts and repairs	202.30	CSH
EFT22533	10/10/2013	JR & A Hersey Pty Ltd	Staff uniforms	36.35	CSH
EFT22534	10/10/2013	KEITH PEARSON	Local Gov Consult Services for 2.9 - 15.9 13	2,770.90	CSH
EFT22535	10/10/2013	KI EQUIPMENT HIRE PTY LTD	Onslow Fuel 16/9/13 to 28/9/13	3,505.69	CSH
EFT22536	10/10/2013	Kyle & Company Solicitors	Legal advice	3,168.00	CSH
EFT22537	10/10/2013	LISA SHIELDS	Councillor attendance fee	6,000.00	CSH
EFT22538	10/10/2013	LOCALISE PTY LIMITED	Completion of private works policy	5,131.50	CSH
EFT22539	10/10/2013	Linton Rumble	Deputy President attendance fee	9,750.00	CSH
EFT22540	10/10/2013	Lo-Go Appointments	Labour hire for Onslow Caravan Park	2,982.49	CSH
EFT22541	10/10/2013	Lorraine Thomas	Councillor attendance fee	8,011.85	CSH
EFT22542	10/10/2013	MACDONALD JOHNSTON ENGINEERING COMPANY	Various auto parts and repairs	153.99	CSH
EFT22543	10/10/2013	MICHAEL DUNNE - Mower man	Mowing	345.00	CSH
EFT22544	10/10/2013	Mercure Hotel Perth	Accommodation for Training Zoe McGowan	687.00	CSH
EFT22545	10/10/2013	Modern Teaching Aids Pty Ltd	School holiday program entertainment	74.14	CSH
EFT22546	10/10/2013	NATHAN HOLTON PAINTING	Purchase of Paint	231.00	CSH
EFT22547	10/10/2013	ONSLow LAUNDRY SERVICE	Linen costs for the month of September 2013	3,166.00	CSH
EFT22548	10/10/2013	Onslow General Store	Onslow General Store purchases	1,205.01	CSH
EFT22549	10/10/2013	Onslow Tyre Service	Various auto parts and repairs	85.00	CSH
EFT22550	10/10/2013	PANIA CHERRINGTON	Refund	34.00	CSH
EFT22551	10/10/2013	PAUL BYARD	Reimbursement	6.00	CSH
EFT22552	10/10/2013	PETER FOSTER	Councillor Attendance Fee	7,597.32	CSH
EFT22553	10/10/2013	Paraburdoo Inn	Accommodation for Kerry White to Red Rock Ball	210.00	CSH
EFT22554	10/10/2013	Pilbara Mechanical Services	Various auto parts and repairs	41.80	CSH
EFT22555	10/10/2013	Protector Alsafé	Protective clothes	561.42	CSH
EFT22556	10/10/2013	QUALITY PRESS	Shire printing	488.40	CSH

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EFT22557	10/10/2013	RUSTED SOLUTIONS QLD PTY LTD	Rust remover concentrate	340.25	CSH
EFT22558	10/10/2013	Rio Tinto - Pilbara Iron Company Services Pty Ltd	Electricity usage July	7,255.71	CSH
EFT22559	10/10/2013	Rob Paull & Associates	Profession services Sept part 2	11,022.50	CSH
EFT22560	10/10/2013	Royal Life Saving Society	Watch around water resources	698.30	CSH
EFT22561	10/10/2013	Royal Wolf Trading	Hire of Transportable at SOA Camp	155,629.00	CSH
EFT22562	10/10/2013	SAS Locksmiths	Locks for various buildings	1,825.80	CSH
EFT22563	10/10/2013	Savannah Engineers Pty Ltd	Various auto parts and repairs	308.00	CSH
EFT22564	10/10/2013	Staples Australia Pty Limited	Shire stationary	9.35	CSH
EFT22565	10/10/2013	State Law Publisher	Advertisement in the Gazettal	108.80	CSH
EFT22566	10/10/2013	TOM PRICE TYREPRO	Various auto parts and repairs	547.20	CSH
EFT22567	10/10/2013	The Workwear Group - Neat and Trim	Staff uniforms	1,813.72	CSH
EFT22568	10/10/2013	Thrifty Car Rental	Car hire	311.97	CSH
EFT22569	10/10/2013	Toll Ipec Pty Ltd	Freight	12.99	CSH
EFT22570	10/10/2013	Tom Price Tyres	Various auto parts and repairs	267.09	CSH
EFT22571	10/10/2013	WALGA - WA LOCAL GOV. ASSOC.	Advertisement	15,129.58	CSH
EFT22572	10/10/2013	WEAVE WEB COMMUNICATIONS	Online Support	924.00	CSH
EFT22573	10/10/2013	WOOD & GRIEVE ENGINEERS Limited	Onslow airport consulting engineering services for Fire Hydrant	1,898.88	CSH
EFT22574	10/10/2013	Westprint Heritage Maps P/L	Library Stock	1,913.46	CSH
EFT22575	10/10/2013	Westrac Pty Ltd	Various auto parts and repairs	1,123.80	CSH
EFT22576	10/10/2013	Whelans	Survey variations June - August 2013	59,669.34	CSH
EFT22577	10/10/2013	Wildwater Holdings Pty Ltd T/as United Amusements	Equipment Hire and supervision for Onslow Basketball Carnival	5,260.20	CSH
EFT22578	11/10/2013	ADA MAY COOK	Bounced back pay	409.55	CSH
EFT22579	17/10/2013	A1 LABOUR MANAGEMENT P/L	Road Traffic Signs	1,613.70	CSH
EFT22580	17/10/2013	AIT Specialists Pty Ltd	Fuel Tax Rebate	1,281.17	CSH
EFT22581	17/10/2013	ARLO BRAGG	Reimbursement	15.70	CSH
EFT22582	17/10/2013	Alltrack WA Pty Ltd	Plant hire for Onslow Airport	205,656.00	CSH
EFT22583	17/10/2013	Amar Auto Electrics	Various auto parts and repairs	543.90	CSH
EFT22584	17/10/2013	Austral Mercantile Collections Pty Ltd	Legal advice for Debtors	6,103.41	CSH
EFT22585	17/10/2013	BOYA EQUIPMENT	Fertiliser	970.00	CSH
EFT22586	17/10/2013	Budget Car and Truck Rental	Car hire	301.99	CSH
EFT22587	17/10/2013	CARDNO BOWLER PTY LTD	Geotechnical Engineering works completed by David Wills & Associates for the proposed Coondewanna intersection upgrade	18,375.50	CSH
EFT22588	17/10/2013	CASTLEDINE GREGORY	Legal Advice	316.80	CSH
EFT22589	17/10/2013	CENTURION TRANSPORT CO PTY LTD	Freight charges	608.19	CSH
EFT22590	17/10/2013	COMMANDER AUSTRALIA LIMITED	Network charges	90.46	CSH
EFT22591	17/10/2013	Centrel Pty Ltd T/A BP Reliance Petroleum	Fuel September 2013 - Onslow Airport & Tom Price Depot	94,742.27	CSH
EFT22592	17/10/2013	DA AND TM CLAYTON	Refund	150.00	CSH
EFT22593	17/10/2013	DIRECT TRADES SUPPLY P/L	Line marking paint	414.48	CSH
EFT22594	17/10/2013	David Gray & Company	240 Litre Bins	3,627.25	CSH
EFT22595	17/10/2013	Dell Computer Ltd	Printer toners	2,828.45	CSH
EFT22596	17/10/2013	E & MJ Rosher Pty Ltd	Various auto parts and repairs	205.15	CSH
EFT22597	17/10/2013	ERA CONTRACTORS	Aircon repair	231.00	CSH
EFT22598	17/10/2013	ESS Eastern Guruma Pty Ltd - Windawarri Lodge	Catering for Meetings	43.16	CSH
EFT22599	17/10/2013	EXCEED CONSULTING WA PTY LTD	Undertake Safety Audits and Softball at Onslow Playground	14,267.00	CSH
EFT22600	17/10/2013	FORCE POWER PTY LTD	Various building repairs in Staff houses	2,595.50	CSH
EFT22601	17/10/2013	Fire Rescue Safety Australia Pty Ltd	New State Emergency Services rescue equipment	626.45	CSH
EFT22602	17/10/2013	GRANTS EMPIRE	Funding application fee	540.00	CSH
EFT22603	17/10/2013	Garrards Pty Ltd	Solo Knapspack	722.45	CSH
EFT22604	17/10/2013	HQ MANAGEMENT	Project Management services to 31.7.2013	1,416.94	CSH
EFT22605	17/10/2013	Hart Sport	Sporting equipment for the Onslow Basketball carnival 2013	4,514.70	CSH
EFT22606	17/10/2013	Hema Map Pty Ltd	Various maps for visitor centre	504.70	CSH
EFT22607	17/10/2013	ICONIC WATER SOLUTIONS PTY LTD	Chemicals supply for waste water plant	866.25	CSH
EFT22608	17/10/2013	INNOVATION COMPLIANCE SOLUTIONS PTY LTD	Building Survey and Certification for relocation of SED Transportable building	885.50	CSH
EFT22609	17/10/2013	Image Data	Trophy for Onslow Basketball Carnival	3,672.00	CSH
EFT22610	17/10/2013	J. Blackwood & Son Limited	Reflexive tape	722.91	CSH
EFT22611	17/10/2013	JANICE GUBBINS	Refund	10.00	CSH
EFT22612	17/10/2013	JON TAPPER	Reimbursement	123.45	CSH
EFT22613	17/10/2013	JR & A Hersey Pty Ltd	Staff uniforms	776.05	CSH
EFT22614	17/10/2013	Jason Signmakers	Signs	79.20	CSH
EFT22615	17/10/2013	KARIJINI ECO RETREAT	School holiday program entertainment	2,100.00	CSH
EFT22616	17/10/2013	KARRATHA FLORIST	Flower arrangement for staff member	125.00	CSH
EFT22617	17/10/2013	KI EQUIPMENT HIRE PTY LTD	Fuel purchased at Onslow Fuel Station	1,593.75	CSH
EFT22618	17/10/2013	Karratha International Hotel	Accommodation for staff training	300.00	CSH
EFT22619	17/10/2013	L. J. Hooker	Rent for November 13	8,477.99	CSH
EFT22620	17/10/2013	LGMA (WA) DIVISION	Staff training	2,365.00	CSH
EFT22621	17/10/2013	Landgate	Mining Tenements	1,059.04	CSH
EFT22622	17/10/2013	MCCMAHON BURNETT TRANSPORT	Freight	1,315.98	CSH
EFT22623	17/10/2013	MERCURE HOTEL BROOME	Accommodation for staff training	322.00	CSH
EFT22624	17/10/2013	MOBILE CONCRETING SOLUTIONS PTY LTD	Delivery of road base	1,111.00	CSH
EFT22625	17/10/2013	Mercure Hotel Perth	Accommodation for staff training	4,066.80	CSH
EFT22626	17/10/2013	NWSP	Repairs of drains at the Paraburdoo Town Centre Car park	1,100.00	CSH
EFT22627	17/10/2013	Nationwide Oil - Transpacific	Waste oil Environmental levy	946.55	CSH
EFT22628	17/10/2013	Nexus WA	Freight Charges	126.89	CSH
EFT22629	17/10/2013	PCS - PILBARA CONCRETE SERVICE	Concrete	6,820.00	CSH

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EFT22630	17/10/2013	PILBARA FOOD SERVICES P/L		331.87	CSH
EFT22631	17/10/2013	Pilbara Motor Group	Purchase of 3 New Vehicles	119,031.77	CSH
EFT22632	17/10/2013	Pilbara Regional Council	Members contribution towards the PRC FY14 Roadside Rest Stops Project	23,100.00	CSH
EFT22633	17/10/2013	Protector Alsafe	Staff uniforms	620.67	CSH
EFT22634	17/10/2013	QUALITY PRESS	Shire stationary	135.30	CSH
EFT22635	17/10/2013	QureMed PTY LTD	Annual service	70.36	CSH
EFT22636	17/10/2013	RAY WHITE EXMOUTH	Rent for November 13	26,855.00	CSH
EFT22638	17/10/2013	RYLAN PTY LTD T/as RYLAN CONCRETE	Contractor hire to do kerbing	11,550.00	CSH
EFT22639	17/10/2013	Rio Tinto - Pilbara Iron Company Services Pty Ltd	Water rates	175.84	CSH
EFT22640	17/10/2013	SAS Locksmiths	Various locks	964.91	CSH
EFT22641	17/10/2013	SETON AUSTRALIA	Purchase of Gloves	94.05	CSH
EFT22642	17/10/2013	SIGNATURE SUPER	Superannuation contributions	211.29	CSH
EFT22643	17/10/2013	SOA Depot Social Club	Payroll deductions	47.50	CSH
EFT22644	17/10/2013	Seek Limited	Advertisement	264.00	CSH
EFT22645	17/10/2013	Staples Australia Pty Limited	Shire stationary	20.13	CSH
EFT22646	17/10/2013	StarTrack Retail Pty Ltd	Freight charges	177.46	CSH
EFT22647	17/10/2013	TOLL FAST	Freight Charges	97.83	CSH
EFT22648	17/10/2013	TOM PRICE TYREPRO	Various auto parts and repairs	754.00	CSH
EFT22649	17/10/2013	The Shell Company of Australia Ltd	September 2013 Fuel	21,871.25	CSH
EFT22650	17/10/2013	Trick Electrics Pty Ltd	Contract RFT 18/12 Onslow Airport	1,801.80	CSH
EFT22651	17/10/2013	WA LIMESTONE	Onslow Airport Limestone	201,765.33	CSH
EFT22652	17/10/2013	Water 2 Water	Service fee for water coolers	506.05	CSH
EFT22653	17/10/2013	Westrac Pty Ltd	Various auto parts and repairs	1,086.43	CSH
EFT22654	17/10/2013	Whelans	Survey work during June	182,192.21	CSH
EFT22655	24/10/2013	Amar Auto Electrics	Various auto parts and repairs	1,935.40	CSH
EFT22656	24/10/2013	Asstetic Australia Pty	Asset Management Plans & Asset Management support to Council's Asset Management	16,830.00	CSH
EFT22657	24/10/2013	Australian Human Resources Institute Limited	Staff training	550.00	CSH
EFT22658	24/10/2013	Australian Taxation Office - PAYG	Monthly PAYG Withholding for Large Withholders Sept 2013	210,819.00	CSH
EFT22659	24/10/2013	BEDLINEN ONLINE	Line of Transit houses	1,380.00	CSH
EFT22660	24/10/2013	BJ & A Building and Maintenance	Building repairs in Paraburdoo	7,021.30	CSH
EFT22661	24/10/2013	BONNIE'S CATERING SERVICES	Catering for Meetings	450.00	CSH
EFT22662	24/10/2013	Bob Waddell Consultant	Assistance with preparation of 12/13 annual report and reimbursements for flights and travel	10,052.49	CSH
EFT22663	24/10/2013	Budget Car and Truck Rental	Car hire	2,488.18	CSH
EFT22664	24/10/2013	CASTLEDINE GREGORY	Legal advice	7,596.60	CSH
EFT22665	24/10/2013	CENTURION TRANSPORT CO PTY LTD	Freight	1,516.79	CSH
EFT22666	24/10/2013	CITY OF SOUTH PERTH	Lost Library Item	19.65	CSH
EFT22667	24/10/2013	Civic Legal Pty Ltd	Legal advice	33,299.31	CSH
EFT22668	24/10/2013	Convic Skate Parks Pty Ltd	Tom Price Skate Park Retention Payout	19,250.00	CSH
EFT22669	24/10/2013	DAMPIER PORT AUTHORITY	Lease 16 Parliament place	1,372.80	CSH
EFT22670	24/10/2013	DATAKOM SYSTEMS (W.A) P/L	SharePoint Development Service	9,300.50	CSH
EFT22671	24/10/2013	DENISE WRIGHT	Reimbursement for expenses	111.90	CSH
EFT22672	24/10/2013	DICE SOLUTIONS	Building repairs at Onslow Airport	986.15	CSH
EFT22673	24/10/2013	Dianna Newton	Refund	34.00	CSH
EFT22674	24/10/2013	E & MJ Roshier Pty Ltd	Various auto parts and repairs	438.85	CSH
EFT22675	24/10/2013	FOXTEL MANAGEMENT PTY LTD - TOM PRICE - 8796454	Foxtel for SOA Camp	5,160.00	CSH
EFT22676	24/10/2013	Great Eastern Motor Lodge	Accommodation for staff training	510.00	CSH
EFT22677	24/10/2013	INITIAL HYGIENE / PINK HYGIENE SOLUTIONS	Hire of Sanitary disposal	1,200.91	CSH
EFT22678	24/10/2013	ISS Integrated Services Pty Ltd	Supermarket Supplies for Sep 2013	406.48	CSH
EFT22679	24/10/2013	J A Glover	Overpayment	62.00	CSH
EFT22680	24/10/2013	J. Blackwood & Son Limited	Batteries	42.31	CSH
EFT22681	24/10/2013	Jason Signmakers	Signs	1,084.60	CSH
EFT22682	24/10/2013	Josh Byrne And Associates	Onslow Airport Terminal ESD Assessment and Wastewater	1,602.50	CSH
EFT22683	24/10/2013	K MART KARRATHA	Croc rubber shoes for School Veggie Garden	185.00	CSH
EFT22684	24/10/2013	K2 Enterprises Pty Ltd	Painting the exterior of the Tom Price Squash Courts buildings	6,215.00	CSH
EFT22685	24/10/2013	Kleenheat Gas	Gas	1,528.58	CSH
EFT22686	24/10/2013	LESTOK TOURS PTY LTD	Bus transport to Para	510.00	CSH
EFT22687	24/10/2013	LISA SHIELDS	Travel reimbursement	966.28	CSH
EFT22688	24/10/2013	LOCALISE PTY LIMITED	Revised Operation Department Plan	2,483.80	CSH
EFT22689	24/10/2013	LUXURY CITY APARTMENTS	Accommodation for Deb Wilkes to attend training	3,372.00	CSH
EFT22690	24/10/2013	MCMAHON BURNETT TRANSPORT	Freight	118.32	CSH
EFT22691	24/10/2013	MOTORPASS	Fuel	372.37	CSH
EFT22692	24/10/2013	NINDETHANA SEED SERVICES	Purchase of Seeds	393.03	CSH
EFT22693	24/10/2013	Onslow Mechanical	Various auto parts and repairs	380.05	CSH
EFT22694	24/10/2013	Onslow Tyre Service	Various auto parts and repairs	745.00	CSH
EFT22695	24/10/2013	PILBARA ALUMINIUM	Install protective aluminium mesh to protect poly tank	564.96	CSH
EFT22696	24/10/2013	PILBARA FOOD SERVICES P/L	Kiosk supplies at TP pool	2,128.04	CSH
EFT22697	24/10/2013	Paraburdoo IGA	Library Stock	63.84	CSH
EFT22698	24/10/2013	Pilbara Mechanical Services	Various auto parts and repairs	40.15	CSH
EFT22699	24/10/2013	Pilbara Motor Group	Various auto parts and repairs	286.48	CSH
EFT22700	24/10/2013	Protector Alsafe	Staff uniforms	135.23	CSH
EFT22701	24/10/2013	RAY WHITE EXMOUTH	Water usage at rental properties	160.20	CSH
EFT22702	24/10/2013	RICHARD CROOKS	Refund	295.00	CSH
EFT22703	24/10/2013	Rio Tinto - Pilbara Iron Company Services Pty Ltd	Water and Electricity usage	28,261.81	CSH
EFT22704	24/10/2013	Rob Paull & Associates	Professional Services October Part 1	8,799.50	CSH

LIST OF PAYMENTS FOR OCTOBER 2013

EFT22705	24/10/2013	SAI GLOBAL LTD	Road sign Specifications	286.11	CSH
EFT22706	24/10/2013	STREAMLINE ELECTRICAL AND COMMUNICATIONS PTY LTD	Supply and installation various security equipment at the new sports pavilion	48,180.00	CSH
EFT22707	24/10/2013	Sarah Wilson	Reimbursement for expenses	97.99	CSH
EFT22708	24/10/2013	Seek Limited	Advertisement	264.00	CSH
EFT22709	24/10/2013	Sigma Chemicals	Chemical for pools	1,814.15	CSH
EFT22710	24/10/2013	Site Ware Direct	Staff training	438.68	CSH
EFT22711	24/10/2013	Staples Australia Pty Limited	Shire stationary	749.34	CSH
EFT22712	24/10/2013	T-QUIP	Various auto parts and repairs	565.70	CSH
EFT22713	24/10/2013	THE HONDA SHOP	Various auto parts and repairs	33.60	CSH
EFT22714	24/10/2013	The Workwear Group - Neat and Trim	Staff uniforms	671.90	CSH
EFT22715	24/10/2013	Tom Price Betta Electrical	Blue Tooth Hands free	99.95	CSH
EFT22716	24/10/2013	Western Australian Treasury Corporation	Loan repayment 118 and 121	190,232.02	CSH
EFT22717	24/10/2013	ZOE MCGOWAN	Reimbursement for expenses	96.80	CSH
EFT22718	25/10/2013	T F Woollam & Son PTY LTD	Progress claim NO 5 Onslow Airport Terminal Building	1,220,990.53	CSH
EFT22719	31/10/2013	ALL U NEED ROOFING	Repair leaking roof at 758 Mungarra St	825.00	CSH
EFT22720	31/10/2013	AUSTRALIA POST	Postage charges September 13	1,564.05	CSH
EFT22721	31/10/2013	Alliance Power & Data	Electrical design and engineering for Onslow LIA	7,075.75	CSH
EFT22722	31/10/2013	Alltrack WA Pty Ltd	Plant hire for Onslow Airport	86,856.00	CSH
EFT22723	31/10/2013	BUILDING ENGINEERING SERVICES & TECHNOLOGY T/AS BEST CONSULTANTS PTY L	Tom Price Sports Ground Electrical Consulting Services	1,155.00	CSH
EFT22724	31/10/2013	CENTURION TRANSPORT CO PTY LTD	Freight	1,604.65	CSH
EFT22725	31/10/2013	COATES HIRE - ONSLOW	Plant hire for Onslow Airport	18,395.19	CSH
EFT22726	31/10/2013	Christie ParkSafe	Hotplate unit	1,259.50	CSH
EFT22727	31/10/2013	Coates Hire Operations Pty Ltd (TP)	Generator hire	9,240.00	CSH
EFT22728	31/10/2013	Coca-Cola Amatil (Aust) Pty Ltd	Items for staff Kitchen	260.18	CSH
EFT22729	31/10/2013	DATACOM SYSTEMS (W.A) P/L	AIMS Phase Two and Enhancement	31,663.50	CSH
EFT22730	31/10/2013	DEPARTMENT OF FIRE & EMERGENCY SERVICES	2013/14 ESL	388,982.49	CSH
EFT22731	31/10/2013	DEPARTMENT OF LAND	Interest for late payment of inv 12176	3.66	CSH
EFT22732	31/10/2013	DICE SOLUTIONS	Repair leaking fridge	214.50	CSH
EFT22733	31/10/2013	DRAWING BOARDS	Skateboard workshop	3,750.00	CSH
EFT22734	31/10/2013	DREADS CONTRACTING	Shade sail re-instatement	1,001.00	CSH
EFT22735	31/10/2013	David Bettini Photographer	Souvenirs for visitor centre	640.00	CSH
EFT22736	31/10/2013	Dell Computer Ltd	IT Equipment	1,390.40	CSH
EFT22737	31/10/2013	Denver Technology	Network Engineer and systems Administrator	1,023.00	CSH
EFT22738	31/10/2013	EARTHCARE LANDSCAPES	Clem Thompson recreation redevelopment	484,571.86	CSH
EFT22739	31/10/2013	ESS Eastern Guruma Pty Ltd - Windawarri Lodge	Catering for Meetings	399.25	CSH
EFT22740	31/10/2013	FLEET FITNESS	Treadmill hire for Onslow	12,499.08	CSH
EFT22741	31/10/2013	FOXTEL MANAGEMENT PTY LTD - ONSLOW - 8796587	Foxtel at SOA Camp and Onslow	6,540.00	CSH
EFT22742	31/10/2013	FOXTEL MANAGEMENT PTY LTD - TOM PRICE - 8796454		2,589.00	CSH
EFT22743	31/10/2013	Fuji Xerox Australia Pty Ltd	Printer equipment	972.51	CSH
EFT22744	31/10/2013	GALVINS PLUMBING SUPPLIES	Replacement Shower Tap	358.28	CSH
EFT22745	31/10/2013	GENSTAR PTY LTD	Rental charges for Generator	1,191.76	CSH
EFT22746	31/10/2013	GOLDSTEIN	Deep fryer lid	169.40	CSH
EFT22747	31/10/2013	Hart Sport	Sporting equipment	419.50	CSH
EFT22748	31/10/2013	Harvey Norman AV/IT Superstore Karratha	BBQ	1,348.00	CSH
EFT22749	31/10/2013	Home Hardware Karratha	Shelving for shed in School Veggie Garden	606.19	CSH
EFT22750	31/10/2013	IAN COOMBES AUSTRALIA P/L	Battery	241.29	CSH
EFT22751	31/10/2013	ISENTIA	Internet Alert	1,701.60	CSH
EFT22752	31/10/2013	Independent Valuers of Western Australia Pty Ltd	Land Valuation	1,650.00	CSH
EFT22753	31/10/2013	J A Glover	Media and communications services	9,240.00	CSH
EFT22754	31/10/2013	J. Blackwood & Son Limited	Line marking paint	121.20	CSH
EFT22755	31/10/2013	JAG TRAFFIC PTY LTD	Development of traffic management plan	907.50	CSH
EFT22756	31/10/2013	JR & A Hersey Pty Ltd	Staff uniforms	365.86	CSH
EFT22757	31/10/2013	John Shenton Pumps	Pump cleaning at Para Pool	621.69	CSH
EFT22758	31/10/2013	Jtagz PtyLtd	Dog Tags	258.50	CSH
EFT22759	31/10/2013	KEITH PEARSON	Consultant services	2,565.20	CSH
EFT22760	31/10/2013	KI EQUIPMENT HIRE PTY LTD	Onslow Fuel 7/10/13 to 18/10/13	3,964.29	CSH
EFT22761	31/10/2013	Karratha Smash Repairs	Insurance claim	300.00	CSH
EFT22762	31/10/2013	LESTOK TOURS PTY LTD	Transport from TP to Paraburdoo Airport	270.00	CSH
EFT22763	31/10/2013	LINKLETTERS GRAPHIC DESIGN	Shire printing	77.00	CSH
EFT22764	31/10/2013	LOCALISE PTY LIMITED	Professional Services - Two Council Workshops	33,902.00	CSH
EFT22765	31/10/2013	LYONS & PEIRCE KARRATHA	Various plumbing repairs	4,305.17	CSH
EFT22766	31/10/2013	Lo-Go Appointments	Contract hire at Onslow Caravan Park	8,877.84	CSH
EFT22767	31/10/2013	Louise Ainsworth Consulting	Design review for Planning Application at Lot 502 First Avenue Onslow	880.00	CSH
EFT22768	31/10/2013	MAYDAY EARTHMOVING	Plant hire for Onslow Airport	16,500.00	CSH
EFT22769	31/10/2013	MONUMENTAL SERVICES PTY LTD	Management plan for Paraburdoo Rec and Community Hub	5,445.00	CSH
EFT22770	31/10/2013	MUZZYS HARDWARE - RED DAWN ENTERPRISES PTY LTD T/A	Various Hardware	8,261.71	CSH
EFT22771	31/10/2013	Momar Australia Pty Ltd	Carton of Purge Insecticide	1,413.50	CSH
EFT22772	31/10/2013	ONSITE RENTAL GROUP OPERATIONS (WA) (Statewide Equip Hire)	Plant hire for Onslow Airport	64,225.98	CSH
EFT22773	31/10/2013	ONSLOW TENNIS CLUB	Food and Drinks for Basketball Carnival	273.50	CSH
EFT22774	31/10/2013	OUTER BOUNDS PHOTOGRAPHY	Photographer for Basketball Carnival included other expenses	3,905.00	CSH
EFT22775	31/10/2013	Onslow General Store	Onslow General store	391.60	CSH
EFT22776	31/10/2013	Onslow Mechanical	Various auto parts and repairs	2,319.35	CSH
EFT22777	31/10/2013	PCS - PILBARA CONCRETE SERVICE	Concrete	4,435.20	CSH

LIST OF PAYMENTS FOR OCTOBER 2013

EFT22778	31/10/2013	PILBARA ACCESS PTY LTD	Scaffold hire for Fencing around Admin Building	2,120.58	CSH
EFT22779	31/10/2013	PILBARA FOOD SERVICES P/L	Kiosk supplies	593.43	CSH
EFT22780	31/10/2013	PILBARA INSTITUTE	Staff training	1,980.00	CSH
EFT22781	31/10/2013	PROTECTOR FIRE SERVICES PTY LTD	Servicing of fire extinguishers at various locations	14,174.88	CSH
EFT22782	31/10/2013	Pannawonica Craft Club	Delivery of shire surveys	200.00	CSH
EFT22783	31/10/2013	Perth Audiovisual - Royal Pride Pty Ltd	PA System	1,423.58	CSH
EFT22784	31/10/2013	Protector Alsafe	Staff uniforms	482.36	CSH
EFT22785	31/10/2013	REBECCA WOODS / JOHN MISIUEPA	Refund 20% discount TPASC Family Pass	75.00	CSH
EFT22786	31/10/2013	Rio Tinto - Pilbara Iron Company Services Pty Ltd	Electricity and water usage at various locations	52,452.15	CSH
EFT22787	31/10/2013	Royal Life Saving Society	Staff uniforms	413.50	CSH
EFT22788	31/10/2013	Royal Wolf Trading	Transportable hire for SOA Camp and Onslow	208,363.65	CSH
EFT22789	31/10/2013	SCANIA	M Service kit	993.96	CSH
EFT22790	31/10/2013	SETON AUSTRALIA	Gloves	50.05	CSH
EFT22791	31/10/2013	SOA Depot Social Club	Payroll deductions	47.50	CSH
EFT22792	31/10/2013	SYMMETRICAL GROUP	Power connection for automatic doors at civic centre	2,730.02	CSH
EFT22793	31/10/2013	Scribal Group Pty Ltd T/as Carbonrib Wa Pty Ltd	Souvenirs for visitor centre	867.50	CSH
EFT22794	31/10/2013	Sigma Chemicals	Chemical test kit	741.51	CSH
EFT22795	31/10/2013	Sinewave Electrical Contractors	Repair air cons at Paraburdoo Community Hall	5,447.20	CSH
EFT22796	31/10/2013	THE JAFFA ROOM / ARTISTRALIA	Copyright for various movies	638.00	CSH
EFT22797	31/10/2013	THE LOCALS	Mozzie and sand fly spray	609.84	CSH
EFT22798	31/10/2013	TOM PRICE TYREPRO	Various auto parts and repairs	1,380.00	CSH
EFT22799	31/10/2013	TOTAL TOILETS	Purchase of a portable toilet at Onslow Business Centre	9,798.80	CSH
EFT22800	31/10/2013	TRACEY BOLLAND	Rent for November 2013	6,500.00	CSH
EFT22801	31/10/2013	The Workwear Group - Neat and Trim	Staff uniforms	599.91	CSH
EFT22802	31/10/2013	Toll Ipec Pty Ltd	Freight	87.98	CSH
EFT22803	31/10/2013	Tom Price Furniture Centre	Bed linen	179.90	CSH
EFT22804	31/10/2013	Tom Price Motorcycle Club	Delivery survey handout	500.00	CSH
EFT22805	31/10/2013	Tom Price Tyres	Various auto parts and repairs	834.90	CSH
EFT22806	31/10/2013	Trisley's Hydraulic Services P/L	Fault finding on Granudos	297.00	CSH
EFT22807	31/10/2013	UHY Haines Norton	Long term financial planning	4,296.60	CSH
EFT22808	31/10/2013	WALGA - WA LOCAL GOV. ASSOC.	Staff training	430.00	CSH
EFT22809	31/10/2013	WELLTECH	Plant hire for Onslow Airport	6,985.00	CSH
EFT22810	31/10/2013	WOOD & GRIEVE ENGINEERS Limited	Onslow airport- site infrastructure works engineering service	660.00	CSH
EFT22811	31/10/2013	Water 2 Water	Water cooler rental	69.00	CSH
EFT22812	31/10/2013	Westrac Pty Ltd	Various auto parts and repairs	236.48	CSH
EFT22813	31/10/2013	Amanda Roulston	Gym bond	15.00	CSH
EFT22814	31/10/2013	J A Glover	House bond	600.00	CSH
EFT22815	31/10/2013	Recognise	Garden bond for Recognise Community Garden Hire Martha Tattersall	50.00	CSH
TOTAL				\$	6,786,531.62

Municipal Cheques

CHQ/EFT	Date	Name	Description	Amount	
27234	03/10/2013	AMP Corporate Superannuation (SuperLeader)	Superannuation contributions	1,353.73	CSH
27235	03/10/2013	AMP LIFE LIMITED	Superannuation contributions	1,339.00	CSH
27236	03/10/2013	AXA - Generations Personal Super Plan	Superannuation contributions	2,311.87	CSH
27237	03/10/2013	Asgard Wealth Solutions Super	Superannuation contributions		CSH
27238	03/10/2013	C. Munro Contractors	Install of cosset bollard and rail system and other various building maintenance	58,853.42	CSH
27239	03/10/2013	Colonial First State Super Investments Ltd	Superannuation contributions	1,083.18	CSH
27240	03/10/2013	Commonwealth Personal Superannuation	Superannuation contributions	843.40	CSH
27241	03/10/2013	Horizon Power	Electricity usage	21,958.44	CSH
27242	03/10/2013	IOOF Portfolio Services - 180628MME01	Superannuation contributions	2,095.31	CSH
27243	03/10/2013	KINETIC SUPER	Superannuation contributions	1,190.70	CSH
27244	03/10/2013	LG Assist	Membership	990.00	CSH
27245	03/10/2013	MLC SUPER	Superannuation contributions	733.51	CSH
27246	03/10/2013	ONE PATH	Superannuation contributions	1,874.21	CSH
27247	03/10/2013	Rest Superannuation	Superannuation contributions	3,301.03	CSH
27248	03/10/2013	Shire of Ashburton (Payroll Deductions)	Payroll deductions	776.38	CSH
27249	03/10/2013	Spectrum Super	Superannuation contributions	518.30	CSH
27250	03/10/2013	Suncorp Superannuation	Superannuation contributions	322.82	CSH
27251	03/10/2013	Sunsuper	Superannuation contributions	1,934.32	CSH
27252	03/10/2013	TELSTRA	Telephone costs 23.9.2013	1,264.59	CSH
27253	03/10/2013	Tasplan Super	Superannuation contributions	613.62	CSH
27254	03/10/2013	Telstra Super Pty Ltd	Superannuation contributions	435.78	CSH
27255	03/10/2013	UNISUPER	Superannuation contributions	791.29	CSH
27256	03/10/2013	Water Corporation	Water usage	7,341.90	CSH
27257	10/10/2013	C. Munro Contractors	Additional works required at Community use building	7,804.22	CSH
27258	10/10/2013	Cecilia Fernandez	Councillor attendance fee	7,999.60	CSH
27259	10/10/2013	Challenge Chemicals Australia	Chemicals	2,868.36	CSH
27260	10/10/2013	Kerry White	President allowance	27,731.42	CSH
27261	10/10/2013	Shire of Ashburton (Petty Cash)	Petty cash recoup	91.00	CSH
27262	17/10/2013	C. Munro Contractors	Relocation of Shire Transportable	48,651.90	CSH
27263	17/10/2013	Horizon Power	Electricity usage	21,088.43	CSH
27264	17/10/2013	JO HUDSON - Paraburdoo Scouts	Donation	500.00	CSH

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27265	17/10/2013	Onslow Sports Club	Hire of Venue	1,975.50	CSH
27266	17/10/2013	Shire of Ashburton (Payroll Deductions)	Payroll deductions	1,023.38	CSH
27267	17/10/2013	Shire of East Pilbara	Staff training	120.00	CSH
27268	17/10/2013	TELSTRA	Telephone cost to 22.9.2013		CSH
27269	17/10/2013	Water Corporation	Water usage	10,323.57	CSH
27270	24/10/2013	C. Munro Contractors	Replace Lock	462.75	CSH
27272	24/10/2013	RED'S CLEANING WA	Cleaning at Ocean View Caravan Park	330.00	CSH
27273	24/10/2013	Shire of Ashburton (Petty Cash)	Petty cash recoup	1,615.00	CSH
27274	24/10/2013	TELSTRA	Telephone costs	381.90	CSH
27275	24/10/2013	Water Corporation	Water usage at various locations	51,876.45	CSH
27276	31/10/2013	Shire of Ashburton (Payroll Deductions)	Payroll deductions	16,143.45	CSH
27277	31/10/2013	Shire of Ashburton (Petty Cash)	Petty cash recoup	569.20	CSH
27278	31/10/2013	Water Corporation	Water usage at various locations	311.55	CSH
			TOTAL	2,740.61	CSH
				\$ 316,706.20	

Trust Payments

CHQ/EFT	Date	Name	Description	Amount	
202698	07/10/2013	Anthony Brooke	Sales of Photographic prints at Visitor Centre	30.40	CSH
202699	07/10/2013	Builders Registration Board of WA	BRB Levy	14,432.97	CSH
202700	07/10/2013	Construction Training Fund	CITF Levy	31,528.45	CSH
202701	07/10/2013	Shire of Ashburton	Commission	644.58	CSH
202702	11/10/2013	Shire of Ashburton	Bond return	600.00	CSH
202703	22/10/2013	Shire of Ashburton	Cat trap bond returned to shire	100.00	CSH
			TOTAL	\$ 47,336.40	

Credit Card Payments OCTOBER STATEMENTS

CHQ/EFT	Date	Name	Description	Amount	
Amanda O'Halloran	04/09/2013	REX - REGIONAL EXPRESS	Flights for Fiona Keneally FIFO Employee Sydney to Lismore	337.08	INV
	04/09/2013	Qantas	Flights for Fiona Keneally Sydney to Para FIFO Employee	960.28	INV
	14/09/2013	WOOLWORTHS PETROL	Fuel for Amanda Car no BP or Shell	111.77	INV
	20/09/2013	Qantas	Flights for Zoe McGowan to meet with Land Corp and Department of Education	601.00	INV
	23/09/2013	John Batman Group	Amenities for Camp Guests	645.55	INV
	23/09/2013	Wotif.com HOLDING LTD	Accommodation 14.10.2013 - 16.10.2013 to attending meetings	403.50	INV
	27/09/2013	Qantas	Flights for Fiona Keneally Sydney to Para return FIFO Employee	1,630.81	INV
			TOTAL	\$ 4,689.99	
Deb Wilkes	10/09/2013	QBE TRAVEL	Flight Insurance for Referees Onslow Basketball Carnival	24.00	INV
	04/09/2013	Coles Supermarkets - Tom Price	Community Consultation for Entry statement foe Anzac Memorial and Naming of Venues in TP and Paraburdoo Refreshments, Community Consultation for Entry statement foe Anzac Memorial and Naming of Venues in TP and Paraburdoo Refreshments	124.09	INV
	04/09/2013	Liquorland - Tom Price	Community consultation for Entry Statement, Anzac memorials and Naming of venues in Tom Price and Paraburdoo Refreshments	215.20	INV
	06/09/2013	ESS Compass Group	Consultation for Community Development Accommodation for Smith Sculptors	219.55	INV
	10/09/2013	Qantas	Flight for referees for Onslow Basketball Carnival	1,478.00	INV
	17/09/2013	ISS Integrated Services Pty Ltd	Accommodation for councillor and Deb Wilkes for Council meeting, Accommodation for councillor and Deb Wilkes for Council meeting	2,394.00	INV
	19/09/2013	ISS Integrated Services Pty Ltd	Fuel for Deb Wilkes Vehicle	138.80	INV
	22/09/2013	ISS Integrated Services Pty Ltd	Refund for 1 Night accommodation for Rob Paul	171.00	INV
	02/10/2013	QBE TRAVEL	Insurance for Deb Wilkes to attend LGMA Regional Challenge in Broom	12.00	INV
	02/10/2013	Qantas	Flights for Deb Wilkes to attend LGMA Regional Challenge in Broome	1,282.91	INV
	26/09/2013	PAYPAL	Purchase of Blender of Biggest loser Onslow	101.95	INV
	27/09/2013	Ace Insurance Ltd	Travel Insurance for Fiona Keneally FIFO Project Manager for Onslow Aerodrome	13.86	INV
	26/09/2013	TVP Direct	Prize for Biggest Loser Onslow	69.90	INV
	27/09/2013	REX - REGIONAL EXPRESS	Flights for Fiona Keneally Lismore to Sydney Return FIFO Employee	337.08	INV
	02/10/2013	QBE TRAVEL	QBE For Consultation for Community Development	12.00	INV
				6,252.34	
Fiona Keneally	05/09/2013	Qantas	Flights for FIFO Employee Brett Heggie 1.10.2013 - 14.10.2013	1,102.65	INV
	05/09/2013	Qantas	Flights for FIFO Employee Douglas Pearce 1.10.2013 - 15.10.2013	1,398.76	INV
	05/09/2013	Qantas	Flights for FIFO Employee Jason Little 19.9.2013	646.61	INV

LIST OF PAYMENTS FOR OCTOBER 2013

	05/09/2013	Qantas	Flights for FIFO Employee Sam Byard 15.9.2013-22.9.2013	924.01	INV
	06/09/2013	Qantas	Flights for Paul Ingold FIFO Employee 8.9.2013 - 20.9.2013	1,365.00	INV
	10/09/2013	Coles Express	Fuel for Fiona to commute from TP to Onslow	92.47	INV
	14/09/2013	Qantas	Flights for Sarah Wilson FIFO Employee 2.10.2013-11.10.2013	670.00	INV
	16/09/2013	Qantas	Flights for Ian Jay Keygan FIFO Employee 2.10.2013	975.92	INV
	16/09/2013	Qantas	Flights for Ean McDowell FIFO Employee 24.9.2013	1,066.90	INV
	03/09/2013	Qantas	Refund of flights for Commissioner Yuryevich 13.3.2013	-	2,419.52 INV
			YLE6E8 Cancelled		
Fiona Keneally credit card account closed 18/09/13			TOTAL	\$ 5,822.80	
Frank Ludovico	04/09/2013	Qantas	Flights for Neil Hartley PRC Meeting Perth	601.00	INV
	06/09/2013	JAYCAR ELECTRONICS	IT Equipment Flush Plates	464.50	INV
	06/09/2013	Qantas	Flights for Neil Hartley meetings with Landcorp, DLG,DSD and Chevron	569.00	INV
	18/09/2013	ISS Integrated Services Pty Ltd	Accommodation for Frank Ludovico to attend Pannawonica Council Meeting, Accommodation for Ann Eyre to attend Council Meeting	342.00	INV
	18/09/2013	ISS Integrated Services Pty Ltd	Dinner for Council Meeting 18.9.2013	1,322.00	INV
	21/09/2013	Qantas	Flights for Kerry White to attend PRC Meeting	1,064.00	INV
	23/09/2013	Qantas	Flights for Kerry White to attend PRC Meeting and CEO Introduction	373.00	INV
	23/09/2013	Qantas	Flights for Lorraine Thomas PRC Meeting	1,044.01	INV
	23/09/2013	Qantas	Flights for Kerry White to attend Council Meeting while in Perth attending PRC Meeting	971.00	INV
	30/09/2013	Dropbox	Drop Box service October 2013	10.78	INV
	01/10/2013	WESTPAC BANKING CORPORATION	Foreign Transactions	0.32	INV
			TOTAL	6,761.61	
Felicia Mudge	02/09/2013	Qantas	Flights for Felicia Midge to attend Diploma of Management in Perth	727.00	INV
	02/09/2013	Qantas	Flights for Felicia Midge to attend Diploma of Management in Perth	172.04	INV
	03/09/2013	Watsonia Publishing	Cost for Microsoft Excel Training Package for Christine Main	67.70	INV
	03/09/2013	Qantas	Flight change for Melissa Gough to attend training in Perth	40.00	INV
	03/09/2013	Qantas	Flight for Melissa Gough to attend training in Perth for Diploma of Management	351.00	INV
	03/09/2013	Qantas	Flights for Melissa May to attend Diploma of Management Course	597.00	INV
	05/09/2013	Qantas	Flights for Ashley Robbins to attend Fire Arms Safety Handling in Perth	601.00	INV
	05/09/2013	Australian Institute of Building Surveyors	Registration fee for Brain Cameron to attend AIBS WAS State conference	835.00	INV
	06/09/2013	KMART BOORAGOON	Blenders for Nutrition and Welding Week	166.00	INV
	04/09/2013	Qantas	Flights for Emma Heys to attend Presenting with Confidence training in Perth	601.00	INV
	06/09/2013	Safe Drive Training	Starter Kit for Safety Month	1,550.00	INV
	10/09/2013	Qantas	Flights for Lawrence Lukale to attend training conference	1,612.84	INV
	13/09/2013	Nespresso Club	50 Nespresso Pods for Onslow Transit House	40.50	INV
	16/09/2013	Esplanade Hotel Fremantle	Accommodation for Margaret Rowe to attend training in Perth Waste Management Conference	715.58	INV
	10/09/2013	ON Q Conference	Registration and Accommodation for Lawrence Lukale to attend Animal Management in remote and Rural Indigenous Communities Alice Springs	1,300.00	INV
	16/09/2013	Qantas	Flight Credit for Lawrence Lukale	-	262.01 INV
	16/09/2013	Qantas	Flights for Sheree Selton to attend training in Perth for Records Management, Records Classification and Records Disposal	465.00	INV
	18/09/2013	Chartered Secretaries Australia	Registration Fee for Leanne Lind to attend training in Perth Annual Public Sector Update	585.00	INV
	18/09/2013	Qantas	Flights booked for Leanne Lind for Conference in Perth	601.00	INV
	23/09/2013	Coles Supermarkets - Tom Price	Items for Shared House in Paraburdoo	67.25	INV
	24/09/2013	DEALS DIRECT	TV for 39 Joffre Viano 37 Inch Led	342.50	INV
	26/09/2013	Coles Supermarkets - Tom Price	Welcome basket for Neil Hartley 261 Poinciana St	144.52	INV
	26/09/2013	Liquorland - Tom Price	Bottle of Wines for Welcome Baskets	89.20	INV
	27/09/2013	Qantas	Flights for Allan Lind to attend training in Perth Administering Microsoft SQL Server 2012 Databases	485.00	INV
	30/09/2013	Australian Institute of Building Surveyors	Registration Fee for Brain Cameron to attend Conference in Perth Pre Conference Building Act	190.00	INV
	02/10/2013	Swan Taxis	Taxi Fare for Felicia, Mable and Mel to attend training	15.49	INV
	03/09/2013	The Lido Group	Accommodation for Melissa May to Attend Diploma of Management training in Perth	959.00	INV
	03/09/2013	The Lido Group	Accommodation for Melisa Gough to attend Diploma in Management training in Perth	959.00	INV

LIST OF PAYMENTS FOR OCTOBER 2013

	05/09/2013 Coles Supermarkets - Tom Price	Welcome basket for Aden Brooko 825 Warara St	84.83	INV
	04/09/2013 CYO O'connor Institute	Enrolment fee for Ashley Robbins to attend training in Perth Fire Arms Safety Course	295.00	INV
		TOTAL	14,397.44	
Lisa Hannagan	11/09/2013 The Bluepod Coffee Co.	Coffee Pods	400.00	INV
	17/09/2013 FAST FLOWERS	Sympathy Bouquet for Kelly Domingo Bereavement	86.95	INV
	12/09/2013 Canberra Rubber Stamps	Print 4729 Stamp date Stamp for Records	166.00	INV
	18/09/2013 ISS Integrated Services Pty Ltd	Accommodation in Pannawonica for Sept Council Meeting	684.00	INV
	20/09/2013 Coles Supermarkets - Tom Price	Staff Refreshments	54.39	INV
		TOTAL	\$ 1,391.34	
Neil Hartley	02/10/2013 WESTPAC BANKING CORPORATION	Bank Card Fee for Neil Hardy	25.00	INV
		TOTAL	\$ 25.00	
Troy Davis	22/08/2013 PET TAGS AUSTRALIA	Cat Shire Pet Tags	459.40	INV
	11/09/2013 Qantas	Flights for Richard Repsevicius FIFO Employee 21.9.2013- 6.10.2013	731.00	INV
	17/09/2013 Qantas	Flights for Anthony Gimondo Para to Perth 29.9.2013	304.00	INV
	17/09/2013 The Qantas Club	Joining fee for Troy Davis the Qantas Club, Membership Fee	546.00	INV
	19/09/2013 LESTOK TOURS PTY LTD	Bus Trip to Paraburdoo for Nicole Hardy	30.00	INV
	18/09/2013 Qantas	Flights for David Elkins 19.9.2013	347.00	INV
	18/09/2013 ISS Integrated Services Pty Ltd	Accommodation for Council Meeting in Pannawonica Kerry White, Jenny Law and Troy Davis	684.00	INV
	23/09/2013 PA AND SA YOUNG	Petrol for Work Vehicle not Shell or BP in area	170.80	INV
	20/09/2013 Qantas	Flights for Allan Monson 16.10.2013	799.22	INV
	23/09/2013 Outback Travel Carnarvon	Petrol for Shire Vehicle no Shell or BP in area	104.74	INV
		TOTAL	\$ 4,176.16	
		TOTAL OF ALL CREDIT CARDS	\$ 37,264.34	

MUNICIPAL TOTALS	
EFT TRANSACTIONS	\$6,786,531.62
CHEQUES	\$316,706.20
CREDIT CARDS	\$37,264.34
	\$7,140,502.16
TRUST TOTALS	
CHEQUES	\$47,336.40
	\$47,336.40

Casey Newby

From: Chelsie Robson
Sent: Thursday, 7 November 2013 1:46 PM
To: Emma Heys
Subject: FW: Licence Agreement for Onslow Aerodrome Terminal

F.Y.I see response from Julie Virgin Australia

Ill reply to Julie saying Thank you and we will be in contact after the Council meeting,

Is that ok?

Thanks

Kind regards,

Chelsie Robson
Project Support Officer
Strategic & Economic Development
t. 08 9188 4440
chelsie.robson@ashburton.wa.gov.au
ashburton.wa.gov.au



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reef to range

From: Julie Randall [mailto:julie.randall@virginaustralia.com]
Sent: Thursday, 7 November 2013 1:42 PM
To: Chelsie Robson
Subject: RE: Licence Agreement for Onslow Aerodrome Terminal

Good afternoon Chelsie

Virgin Australia would like to express their interest in securing the Airline office space, access to all check-in and boarding gate counters for operational use at Onslow Airport. The Planning process is currently being undertaken by the business to identify their requirements and Virgin Australia will require in due course a formal letter of offer from the Shire of Ashburton.

The current lease will be rolling until there is a new lease agreed.

Regards,



Julie Randall | Airport Induction Program Manager
94-96 Welshpool Road, Welshpool, WA, 6106
P +61 8 9477 8392

From: Chelsie Robson [<mailto:Chelsie.Robson@ashburton.wa.gov.au>]
Sent: Wednesday, 6 November 2013 13:20
To: Julie Randall
Subject: RE: Licence Agreement for Onslow Aerodrome Terminal

Hi Julie,

As discussed on the phone today all we are seeking from Virgin is a brief outline of your requests moving forward to support our recommendation to Council.

All this needs to include is if you are interested in entering into a new licence/ lease or renewing your licence and for how long etc.

Any further questions please feel free to contact me.

Thanks,

Kind regards,

Chelsie Robson
Project Support Officer
Strategic & Economic Development
t. 08 9188 4440
chelsie.robson@ashburton.wa.gov.au
ashburton.wa.gov.au



From: Julie Randall [<mailto:julie.randall@virginaustralia.com>]
Sent: Wednesday, 6 November 2013 12:58 PM
To: Chelsie Robson
Subject: RE: Licence Agreement for Onslow Aerodrome Terminal

Hi Chelsie

I have called yourself and left a voicemail to query your requirements.

Please can you call me urgently?

We are not going to achieve the deadline without an awareness of the correct detail.

Regards,



Julie Randall | Airport Induction Program Manager

94-96 Welshpool Road, Welshpool, WA, 6106
P +61 8 9477 8392
E julie.randall@virginaustralia.com
Please consider the environment before printing this email

From: Chelsie Robson [<mailto:Chelsie.Robson@ashburton.wa.gov.au>]
Sent: Thursday, 31 October 2013 11:51
To: Julie Randall
Subject: Licence Agreement for Onslow Aerodrome Terminal

Hi Julie,

As discussed on the phone this morning please see attached the current Licence Agreement.

Your enquiry this morning relates to Clause 5 of the Licence Agreement.

Could you please respond to this email with your intentions moving forward for us to submit a recommendation to Council as soon as possible?

The next Council meeting is the 20th of November and agenda items close the 8th of November at 9.00am. In order for us to progress this issue we will need to have a response at the latest by COB Wednesday the 6th of November in order for us to meet this deadline.

Any question please don't hesitate to contact me on the below details and I look forward to hearing a response from you soon.

Thanks,

Kind regards,

Chelsie Robson
Project Support Officer
Strategic & Economic Development
t. 08 9188 4440
chelsie.robson@ashburton.wa.gov.au
ashburton.wa.gov.au



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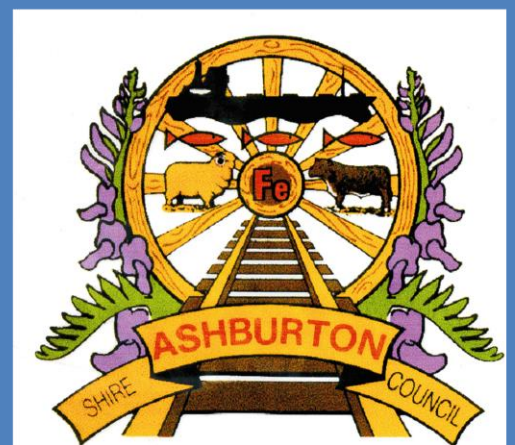
MAJOR LAND TRANSACTION

Business Plan

Proposal by the Shire of Ashburton to develop and dispose of
Lot 16 Onslow Road, Onslow

October 2013

Submissions close 2nd December 2013



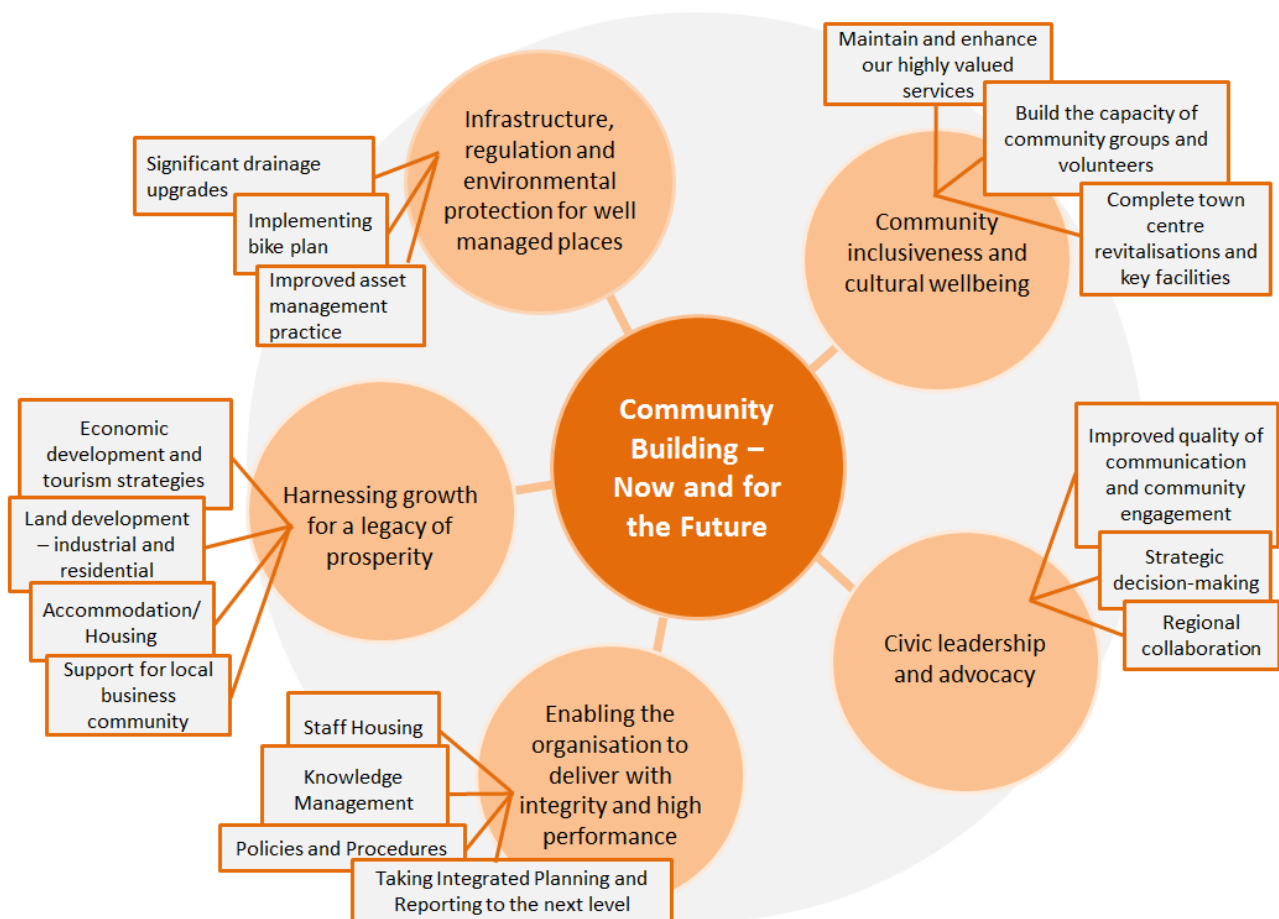
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1. Executive Summary

The proposed development of Lot 16 Onslow Road, Onslow sits strategically within the vision and aspirations of the community and broad strategies of the *Living Life* document - the Shire of Ashburton's Strategic Community Plan 2012-2022. The proposed development is reinforced in the Corporate Business Plan, which reflects the challenges and opportunities facing the Shire over the medium term. Industrial land development is identified as one of the four key priorities for economic strength and development for the Shire and is also considered an essential underpinning of sustainable population growth.



4 Year Strategic Priorities	No.	Service Description	Current Level of Service (2012/13)	Service Level Change - 4 Yrs	Level of Service Change over 4 years (2013/14 - 2016/17)
SE1	Economic Development Direction				
	SE 1.1	Analysis of local economy To undertake analysis of the local economy.	This is a new service (encompassing some existing activities) to provide a robust knowledge base to underpin the economic development strategy and its implementation.	Increase	Analysis of the local economy of sufficient quality to support economic development strategy and its implementation.
1.3 3.2 4.1 4.3	SE 1.2	Economic Development Strategy To support Council to develop an Economic Development Strategy, including land development plan and affordable housing strategy.	This is a new service to support Council to set the course for its economic development efforts in partnership with relevant stakeholders.	Increase	Economic development strategy being implemented and regularly reviewed and refreshed.
SE 9	Land Development				
	SE 9.1	Identification of available land To work with State and local communities to understand and identify land development needs and opportunities.	Ongoing efforts to identify land development needs and opportunities and engage with the community and key stakeholders to realise those opportunities.	Maintain	n/a
	SE 9.2	Deconstraining of available land To work to deconstrain land and unlock future opportunities in an effort to achieve affordable accommodation and have land delivered to the market.	Facilitate land release actively or through advocacy, encourage and lobby for adequate servicing to enable increased industrial and residential land availability.	Increase	Onslow: Onslow Industrial Subdivision – design, development, subdivision and sale of approx. 55 lots of serviced industrial land at lot 16 Onslow Road Tom Price: Stage 2 Boonderoo Road Industrial Subdivision – development and sale of 10 lots of serviced industrial land at Southern end of Boonderoo Road.
	SE 9.3	Project management of in-house land development To take responsibility where required to steer projects through to development.	Support delivery through sound project management	Increase	Continuous improvement

The Shire of Ashburton is considering a number of options for the development of Lot 16 Onslow Road, Onslow. The current options available to Council consist of a 'Sell As Is' option, a Shire of Ashburton managed land development or a Joint Venture partnership. A plan of subdivision has already received conditional approval from the Western Australian Planning Commission, encompassing the proposed Onslow Light Industrial Area (OLIA), consisting of a Stage 1, 40 lot development, followed by a Stage 2, 15 lot development.

The proposed OLIA recognises the growing demand for serviced and affordable industrial land in Onslow. It is the intent of the proposed OLIA to address the shortage of available industrial land generated by the expanding resources sector, secure an improved level of land affordability and to encourage greater economic diversification within the Onslow Community and greater region.

The most relevant strategic planning reference for the OLIA proposal is economic development. However, all of the strategic goals are highly inter-related. Economic prosperity will therefore affect and be affected by the four other strategic goals. Reflecting its strong strategic fit though, the proposed Onslow Light Industrial Subdivision is specifically referenced as a strategic project in the Corporate Business Plan.

This assessment doesn't address these secondary effects and feedback loops, so it should be noted that the overall, long term benefits for Onslow will be greater than what is indicated here. It should also be noted that the benefits will extend beyond the immediate locality and there will be positive flow on effects to the local, regional and state economy. Importantly though, it is believed that the Onslow Community's desire to maintain its traditional culture and 'feel' will be best honoured by having this development some distance from the existing township proper, thus minimising the inconveniences of, for example, noise and traffic impacts.

These factors all demonstrate there is an immediate opportunity for the Shire to assist small to medium industrial businesses to invest, develop and to take advantage of available works and service contracts coming out of the ANSIA. It is in this context that the land development site at Lot 16 Onslow Road, Onslow is considered to be extremely important for commercial growth and progress which will ultimately strengthen the local economy.

2. Project Overview

Changes within the Onslow Community commenced in October 2009 with the State Government's commitment to establishing the Ashburton North Strategic Industrial Area (ANSIA), some 11km south-west of Onslow. The ANSIA is being established to cater for proposed Liquefied Natural Gas (LNG) and domestic gas processing as well as related downstream processing opportunities. The ANSIA aims to provide a gas hub for the gas fields in the Carnarvon Basin, promote more diverse sources of domestic gas and promote regional development.

The ANSIA has led to the development of the Chevron Wheatstone LNG Project and BHP Billiton Domestic Gas Projects, which are located right at the heart of the 8,000ha precinct. The ANSIA will include a state port, common user coastal area, multi-user corridors and a heavy industry area for LNG and hydrocarbon processing. The commencement in construction of these significant projects within the ANSIA has already impacted upon the community and township of Onslow.

Within the ANSIA, LandCorp is developing a General Industrial Area (GIA). The development of the GIA responds to the demand for industrial land associated with the ANSIA. The GIA will provide for a wide range of industrial activities to support the major industries. Upon completion, the GIA will accommodate supporting services required during the construction and operation of ANSIA and caters to heavy industry. The GIA was estimated to be completed in late 2014; however this completion date is now expected to be delayed due to significant heritage issues.

A direct result of the ANSIA and related projects is the continued expansion of the resources sector in the Onslow region and this is expected to result in Onslow's population growing to an expected peak in 2019 of approximately 8000 persons. This growth will bring with it dramatic economic impacts and place demands on already stretched local services, facilities and resources.

The recent growth in economic activity has already begun to highlight several major constraints, which are limiting the town's ability to grow. These include, amongst other things:

- A lack of accommodation, both long and short term;
- An increased demand for suitable serviced industrial land for contractors and locals; and
- Aging community infrastructure and a decline in the level of community services.

The current shortages of available industrial land in and around Onslow have resulted in subletting and a co-location of businesses in the Beadon Creek Industrial Area and this, combined with a protracted completion date for LandCorp's GIA, means there is a real and present opportunity for the development and sale of industrial lots within a finite window of opportunity.

The redevelopment of the Onslow Aerodrome has also highlighted the need for serviced industrial land within close proximity to the airport to accommodate the consequential growth of the airport. A light industrial subdivision will help develop critical air transport infrastructure and also provide industrial and commercial land to cater for current shortages and future demand.

These factors all demonstrate there is an immediate opportunity for the Shire to assist with small to medium industrial business investment which is able to take advantage of available works and service contracts coming out of the ANSIA. It is in this context that the land development site at Lot 16 Onslow Road, Onslow is considered to be extremely important for commercial growth and progress which will ultimately strengthen the local economy.

DRAFT

3. Strategic Assessment

“An exciting future is dawning for the Shire of Ashburton. Our economy is booming, our population is increasing and people, business, aboriginal corporations and industry are eager to ensure today’s fortunes benefit the whole community now and in the future.”

Foreword to *Living Life*, Strategic Community Plan

Under Western Australia’s Integrated Planning and Reporting Framework, the following core documents have been developed:

- *Living Life*, Shire of Ashburton Strategic Community Plan 2012-2022 (Strategic Community Plan) sets out the vision and aspirations of the community and broad strategies for a ten year period
- *Making it Happen*, Shire of Ashburton Corporate Business Plan 2013-2017 (Corporate Business Plan) details the programs and services Council will need to undertake over a four year period in the context of the objectives and strategies outlined in the Strategic Community Plan.

These core documents provide the framework for assessing the strategic fit of the proposed Onslow Light Industrial Area (OLIA). It is important to note that the Corporate Business Plan incorporates a four year budget which is nested within the Council’s Long Term Financial Plan¹.

The Council adopted decision-making criteria as part of the Corporate Business Plan (page 8). This encompassed the criteria for strategic assessment¹ using the five community goals of the Strategic Community Plan: vibrant and active communities; economic prosperity; unique heritage and environment; distinctive and well-serviced places; and inspiring governance.

Of these, the most relevant for the OLIA proposal is economic development. However, these goals are highly inter-related. Economic prosperity will also affect and be affected by the other four goals. This assessment doesn’t address these secondary effects and feedback loops, so it should be noted that the overall, long term benefits will be greater than what is indicated here.

¹ The financial forecasts are inherently subject to uncertainty as a number of projects under active pursuit are subject to external funding decisions. The long and medium term forecasts therefore take a conservative approach and only include projects where the funding is already allocated. The forecasts will be adjusted (including life cycle costs) as project funding is obtained. This realistic approach helps to mitigate risk and ensure that at each step the Council and community can be assured that the future financial position is sustainable.

It should also be noted that the benefits will extend beyond the immediate locality. There will be positive flow on effects to the regional and state economy of industry development in Onslow.

Providing for business expansion is a key plank of the economic prosperity strategic goal. With projected population and economic growth over an extended period, primarily as a consequence of global demand for natural resources, local employment and residential growth is being hampered by the availability of industrial land and community resources and infrastructure. The Strategic Community Plan identifies opportunities for resource product value adding, such as that already occurring in the LNG/LPG sector in Onslow, and supply chain completion to provide local employment and greater diversification of the local economy with a focus on construction and manufacturing. It also identifies timely land release to support the local economy (page 26).

This is not just a short term issue. Developing capacity within the local economy is essential for the benefits of current activity in the resources sector to endure. Local economic resilience and ongoing development will be enhanced with increasing diversity and depth of local businesses.

It is anticipated that over the next 40 to 50 years, the ongoing need for support services, the development of niche technologies, and business opportunities in areas such as health and safety, gas processing technologies, CO₂ management, sub-sea technology and environmental management etc will provide the real benefits and lay the foundation for sustainable economic performance.

Adequate supply of industrial land is therefore a core strategic issue. If there is one key to unlock the potential described above, it is the availability of appropriately serviced land. It is private enterprise that will open the door - identifying and realising specific opportunities, but it is the public sector who will unlock it – providing infrastructure, facilities and services upon which business will build.

This role is reinforced in the Corporate Business Plan, which reflects the challenges and opportunities facing the Shire over the medium term. The plan states that given “...temporary and permanent growth associated particularly with the resources sector, it is critical to build a legacy for the future, while addressing today’s pressing needs” (page 3). In this context, industrial (and residential) land development is identified as one of the four key priorities for economic strength and development (page 4). It is also considered an essential underpinning of sustainable population growth (page 9).

Reflecting its strong strategic fit, the Onslow industrial subdivision is specifically referenced as a strategic project in the Corporate Business Plan.

4. Project Description

4.1 Property Information

The subject land is 529.0494 hectares in size and is owned freehold by the Shire. The lot forms a triangular shaped parcel and is bound by Onslow Road to the west, tidal marshlands to the east and is located approximately four kilometres south of the Onslow town centre.



The site consists of undulating land which has elevations ranging from 3 meters to 11 meters with the site comprising of low lying tidal areas to the east of the site, sand dunes covered with low scrub to the west and a salt production pond to the south.

Onslow Airport is also located on the subject land and is serviced by one runway, used primarily for General Aviation and future Regular Passenger Transport.

Existing development, in the form of three general aviation sheds and fuel supply equipment, is located on the western portion of the subject lot.

4.2 Design Information

In October 2012 a concept design for the possible staged development of Lot 16 Onslow Road, Onslow was generally outlined in a report table to Council (Appendix 1). Council resolved the following:

- “1. Notes the concept design for the possible staged development of Lot 16 Onslow Road, Onslow as generally outlined in the report, and delegates authority to the Chief Executive Officer to refine the designs and submit applications generally in accordance with the concept design as required to obtain conditional subdivision approvals from WAPC; and***
- 2. Requires the Chief Executive Officer to prepare and present a Business Plan outlining the expected cost of development, profit and method of disposal of new lots prior to proceeding with works for Council endorsement and advertisement in accordance with Section 3.59 Local Government Act 1995”***

A subdivision application and preliminary design was lodged with the WAPC in December 2012 and conditional approval was granted to the Shire in April 2013 (Appendix 2). Subsequently, a range of issues were identified with the preliminary design, including the need to avoid significant identified Heritage areas at the proposed entrance to Road 1. These issues necessitated the revision of the design and considerable consultation with the Shire of Ashburton’s contracted surveyors, Whelans, was undertaken to prepare a revised plan of subdivision (Appendix 3). The revision considered the technical issues identified and also allowed for a staged approach to the subdivision development to be considered.

The following is a summary of the modifications to the preliminary subdivision design:

- Two Heritage sites at Onslow road exist which have Section 18 Aboriginal Heritage Act clearances, but require protection and avoidance. The sites obstruct the position of the southern entry point for Road 1, and the future road south past lot 40;
- Planned retention of the existing airport apron for airside lots requires a reconfiguration of Lots 48 to 57 on the approved plan of subdivision;
- Planned retention of the existing apron requires locating and providing tanker access to a fuel farm in the vicinity of lots 54 to 57 on the approved plan of subdivision;
- The Drainage strategy for the Mixed Use subdivision requires open landscaped swales in Road 1 – Road 1 width is insufficient and requires widening; and

- The drainage strategy no longer requires the drainage reserve along Onslow Road, however the landscape buffer is required, and needs to be incorporated into the plan between the intersections with road 1 and road 2.

The proposed subdivision will ultimately result in the creation of fifty five serviced industrial lots, ranging in size from 2000m² to 20,000m². The revised preliminary design of the proposed subdivision stages the development across two stages; Stage 1 of 40 small to medium sized lots; and Stage 2 of an additional 15 large lots.

The following summarises the reasoning behind a staged approach to the proposal subdivision:

- The first stage of subdivision is needed to formalise the access road to the new airport terminal, as well as set road and infrastructure networks for the subdivision;
- The staged approach provides initial focus on the smaller lots surrounding the airport, is focussed on facilitating the establishment of complementary airport industries, aviation support, tourism, resource industry support, mixed business and relocation and expansion of local businesses and industries;
- Buyers of lots the in first stage would be on smaller lots, and less likely to compete with the LandCorp GIA that caters to much heavier industry.
- The first stage comprises more small lots, and a mix of large and small sites are possible, either through amalgamation or purchasing of multiple lots which gives flexibility to accommodate a range of buyers. The commercial demand for this type of lot size configuration is supported by responses received through the EOI process, undertaken in 2011 and 2013 by the Shire Administration.
- Priority early uses for car hire, laydown, transport logistics, can be accommodated in a first stage;
- Construction of the first stage will not require redirection of the airport access road.
- The first stage does not require redirection of temporary services laid for the airport terminal.
- Subdivision works for the first stage can be conducted coincident with the airport terminal works.
- Lots in Stage 2 are large, and require fill, at a substantial cost to construct. The sale of lots in Stage 1 may provide the income to construct the larger more expensive lots in Stage 2.

4.3 Service Information

The major limitations facing any development in Onslow at present are the restrictions on the provision of power and water services. Noting this, the Shire Administration has had discussions with the relevant service authorities. Assurances on the provision of water, power and communications have been received by the Water Corporation, Horizon Power and Telstra respectively.

Water Corporation has committed to support an initial stage of twenty (25) lots, and is confident that consideration can be given to fully support forty (40) lots by November 2013. Construction of Stage 2 of the subdivision would then be pursued as soon as there is sufficient water available, which on latest estimates may be late 2016. A letter dated 17 July 2013 from the Water Corporation is included at Appendix 4.

Horizon Power has provided assurances to power the full plan of subdivision, being 55 lots, as well as power to the new Onslow Aerodrome Terminal. A letter was received from Horizon Power dated 12 August 2013, providing the Shire with assurances around the proposed subdivision requirements for power (Appendix 5).

Telstra have confirmed they are able to provide telecommunications service to the proposed subdivision.

4.4 Stakeholders

As a part of the design process, the Shire Administration has initiated discussions with various stakeholders to establish and maintain open communication regarding the proposed subdivision. These stakeholders include; Water Corporation; Bureau of Meteorology; Onslow Salt; Main Roads WA; Western Australian Planning Commission; Thalanyji landowners; Department of Water; Department of Fire and Emergency Services; Landcorp; and Department of State Development.

5. Objectives

The overarching premise of the proposed subdivision is the development and disposal of surplus land owned freehold by the Shire to meet the regions demand for affordable serviced industrial land, as identified in the Shire's Corporate Business Plan and Strategic Community Plan.

- To establish a Light Industrial Subdivision that provides an appropriate location to accommodate support services to the Onslow Aerodrome and Onslow Town Centre, and which will help foster economic growth of the region and the State, whilst minimising the impact on Onslow;
- To develop a functional, flexible and efficient Light Industrial Area which effectively uses land, servicing and resources;
- To ensure the development responds to market demand and the context of the site within the Aerodrome Redevelopment;
- To enable land to be delivered to market at the earliest opportunity, whilst minimising expenditure on temporary works where possible; and
- To assist in the delivery of social and economic benefits to the town of Onslow and the surrounding region whilst also using every reasonable endeavour to minimise any unwanted or adverse community impacts.

The purpose of this Business Plan is to provide Council with the opportunity to consider the various options on offer within this proposal.

5.1 Justification

5.1.1 Expression of Interest

In order to understand the demand for serviced industrial land in the Onslow Community and greater region, the Shire undertook an extensive Expression of Interest (EOI) process in 2011. The 2011 EOI had approximately 35 registrants. The Shire has continued to quantify these findings through various media including the Onslow Industry Forums and correspondence with local Chamber of Commerce and Small Business Associations across the Pilbara Region. A follow up EOI was undertaken in early 2013 and has to date yielded 54 responses. There are a variety of other potential investors and operators locally, including those co-located in the Beadon Creek Road Industrial Area, which are not represented yet and it is expected that a more comprehensive awareness and marketing campaign will solicit a depth of detailed interest. To date there has been

strong support received by way of enquiries regarding land sought after for businesses such as fuel suppliers, car hire companies and aerodrome specific services/ trades.

5.1.2 Market Analysis

Expansion and growth has been ongoing in Onslow over recent years inclusive of the residential, commercial and industrial sectors of the property market. Sales and leasing activity is limited and primarily attributed to the limited supply being tightly held. Recent sales of an industrial nature are within the range of \$335 to \$455 per square meter, being \$1.3 to \$2.7 million, for the years 2012-2013.

A table of recent industrial land sales in Onslow is attached at Appendix 6.

In comparison, LandCorp has undertaken several industrial subdivisions in Newman, Gap Ridge (Karratha) and Wedgefield, the industrial area to the south of Port Hedland and west of South Hedland. The objective of creating serviced industrial land is to ensure ongoing supply of land to meet requirements of industries servicing the resources sectors and eliminating or reducing peaks in value attributed to strong demand and an undersupply of land, rather than endeavouring to achieved the optimum or premium price.

IVWA have identified sales in various localities during 2012 and 2013 from Landgate sales data. Analysis confirms good take up has been experienced in various locations while market activity in Tom Price is limited to 3 transactions dating to early 2012

A table of Landgate Data is attached at Appendix 7.

During late 2011 and early 2012 sales of improved industrial properties in Newman were disclosing rates in the order of \$600 per square meter inclusive of buildings. Analysis disclosed an underlying value in the order of \$350 per square meter to \$400 per square meter while the LandCorp sales for the vacant sites were typically in the order of \$250-\$300 per square meter. As older established properties are released to the market by owners relocated to new premises parity in land values may emerge.

In Karratha and Wedgefield prices of industrial development sites or storage yards have been marginally higher than the LandCorp sites which are attributed to infrastructure such as power and water being connected, fencing and crossovers on storage yards while the incoming owner is not required to develop the land in accordance with the LandCorp development conditions.

Onslow is significantly smaller than Karratha, Port Hedland and Newman, but similar in size to Tom Price. Having regarded market activity and economic activity associated with the resource sectors

and associated industries; IVWA considers prices being achieved in resource based towns in the Pilbara to be achievable in the proposed Onslow Light Industrial Area.

A value range of between \$170 and \$325 per square meter has been disclosed based on information provided to IVWA to prepare a desktop valuation of the proposed subdivision. This assessment represents a minimum estimated value for discussion purposes and a market valuation is to be determined by a full valuation when a final plan has been prepared.

Advice received from IVWA and LJ Hooker Karratha, suggests that sales offered through the proposed staged release, as detailed previously, would alleviate current critical land shortages and provide a solid impetus to the establishment of the proposed subdivision. It is expected that there would be a good to strong uptake in the initial stage, with a take-up slowing as pressure on supply diminishes. Pricing of the lots would encourage local and regional investment and development, and as a minimum, a break-even approach should be structured to cover the initial development costs of creating Stage 1. The Shire's development motivations also include profit generation for use in a Shire wide "Future Fund"; however there is some latitude to sell land to market to stimulate development.

The desktop valuation undertaken by IVWA for the proposed subdivision of land is attached at Appendix 8.

5.2 Impacts

The proposed development of Lot 16 Onslow Road Onslow has the capacity to relieve the current pressures facing the community of Onslow. The development of Lot 16 Onslow Road Onslow into the proposed Onslow Light Industrial Area also goes a long way to relieving the pressure being experienced by exiting industrial business, which are based on premises which support multiple tenants sharing minimal facilities.

By pursuing the development of Lot 16 Onslow Road, Onslow, the Council can further support the capacity building and sustainability in the community by providing opportunities for new and varied businesses, the Aerodrome and associated industry and the economic viability of the Onslow community. It will also provide a greater choice of employment options for current Onslow residents, as well as create new jobs for people who wish to live in Onslow on a permanent basis.

6. Project Options

While a multitude of development scenarios and options can be considered, the Shire should assess its disposal options on a risk and return basis. It is recommended that Council compare the merits of the disposal options. These are:

- Sale of the undeveloped site to land developers “as is” ;
- Development and sale of the completed lots by the Shire;
- Development and sale of the site in partnership (joint venture) with an experienced developer.

The development cash flow model prepared by the Shire has been used as the basis for comparison of the relative returns to the Shire under each scenario.

6.1 Option 1: Sell ‘As Is’

If the current Onslow Light Industrial Area site was to be sold as one site, as is on the current market, a developer would assess the value of the site against the likely revenues and costs for development, with appropriate commercially-based allowances for profit and risk. This Reverse Feasibility would determine an indicative value of land, applying the developer’s own costs of borrowing, perceptions of risk and premiums for participation in the activity. Fundamentally, each different developer assessing the development potential of the land would derive a distinctly different offer price to buy the development site.

As per Section 3.58 (2) of the Local Government Act 1995, ‘Disposing of property’, the “Sell as Is” option prescribes the development site to be sold 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 bidder.*

A full Reserves Feasibility model is attached at Appendix 9.

An indicative assessment report of the “land only” value for portion of Lot 16 Onslow Road, Onslow was undertaken by IVWA in October 2013. The report states:

“We have adopted a rate of \$50,000 per hectare and our assessment is based on market activity pertaining to sales of similar englobo land in Western Australia, Northern Territory and Queensland. In this instance, an indicative assessment (with conditions) of value from desktop assessment only is considered to be \$4,250,000 exclusive of GST.”

After an initial cost to Council of approximately \$200,000 for the cost of marketing and the sale of Lot 16 Onslow Road, Onslow it is expected this option could provide Council with a net profit in the vicinity of \$4 million.

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6.2 Option 2: Shire of Ashburton Development

If the Council was to select this option, it would develop, service, and release the land to the public as per the requirements of the Act and associated Regulations.

6.2.1 Pre-Sale of Land

This method undertakes to sell unconstructed and unserviced lots “off the plan”. Purchasers secure lots with a minimum 10% non-refundable deposit, which may be held in trust until such time as the lots are full constructed and connected to services, as set out in the conditions of sale. Settlement of lots then takes place and titles of land are transferred.

This method enables the Shire to gauge the level of demand and validate market acceptance of prices before significant costs are incurred through the construction and development process. Commercial lending institutions for private developers currently insist on a certain level of pre-sales as a condition precedent to loan approval. Whilst funds received in way of non-refundable deposits will remain in trust and cannot be expended on the construction of the proposed subdivision, pre-selling lots may also give assurances to Council of the viability of the proposed subdivision. Pre-sale could also involve an initial Stage launch, with a select, limited number of lots issued for sale, in order to test the market depth for two or three of each type of lot, being small, medium, large, corner lot or in key locations, such as opposite the terminal. This enables market testing of price points, and provides a potential hold point for the Shire to defer construction if sufficient pre-sales are not achieved. This approach also allows developers certainty to secure land with a deposit and commit funds to finance, design and development plans, to enable building applications and construction to commence quickly after titles are issued.

The approach of Pre-Selling lots allows;

- Early release of land to market;
- Validation of lot sale prices in the case of uncertain market conditions;
- An improved financial return over the Sell As Is scenario, while placing less constraint on the Shire’s capacity to deliver its commitments under its Long Term Financial Plan (LTFP); and
- A shorter time frame for delivery and reduced level of complexity than other development options.

The risks to this option are;

- The Shire needs to fund the capital expenditure costs through temporary borrowings from the Treasury Corporation;
- Some prospective purchasers may withdraw from their contracts to purchase, resulting in the need to locate replacement purchasers;
- Lot sales for uncontracted pre-sales may not occur promptly, or may occur at lower prices than originally anticipated, resulting in added holding costs and/or lower surplus.

6.2.2 Sale of Developed and Serviced Land

This method undertakes to fully construct the land and have services connected before the offer of sale takes place. This method seeks to develop, connect, market, offer, sell and settle on the lots.

This method is less favourable, as it involves full development and commitment by the Shire to construction, prior to achieving certainty that lots will be sold. Although if land supply is scarce and demand strong, very high land sale prices could be achieved.

6.2.3 Cash Flow

The cash flow model for the Option 2: Shire of Ashburton Development has been subjected to sensitivity analysis comparing scenarios with varying timeframes for construction, differing rates of sale, and changes in construction costs, changes in sales prices for lots and variations in the costs of borrowing.

A summary and the full series of Discounted Cash Flow Models have been included at Appendix 10. These models utilise a number of assumptions and baseline estimates:

- A 40 week construction programme;
- Sales prices as per IVWA and LJ Hooker Karratha estimates;
- Sales costs as per engineering's estimates, with a 20% contract contingency;
- Development costs fully funded from a WA Treasury Corporation (WATC) loan facility using current 2.45% interest rate for cost of borrowing. Discussions have taken place with WATC, and initial support has been indicated.

Recognising the inherent variability in the nature of construction conditions, the potential effect of weather interruptions, and allowing for some uncertainty in the political and economic climate, a variety of conservative scenarios were tested, and some are summarised below for comparison. These estimates included variable related to:

- Fast, medium and sale sales rates (2, 4, 6 and 12 months to sell all Stage 1 lots);
- Sales prices at 90% of IVWA and LJ Hooker Karratha estimates;

- Construction costs overrun by 10%;
- WATC Cost of Borrowing increases to 2.75%

In summary, under the assumptions tested, the proposals modelled exhibit positive Net Present Value, positive internal rate of return, and are likely to yield future profits of \$15 to \$20 million. Returns to the Shire will be optimised with a shorter construction programme, achieving the estimates for sales prices, and the minimisation of additional works, costs or delays due to latent site conditions or adverse weather conditions.

6.2.4 Project Team

Shire of Ashburton:

If agreed to by Council, it is anticipated that the Project Management of the proposed subdivision will be managed internally by the Shire Administration. A Project Management consultancy firm will be appointed to assist with and lead the proposed subdivision. This partnership will ensure that the complex role the Shire plays in the proposed subdivision is clearly defined between Developer and Statutory Authority.

It is proposed that a Land Development Manager, Shire Project Manager, Technical Services Representative and a Project Support Officer will form a Project Team to oversee the development of Lot 16 Onslow Road, Onslow into the Onslow Light Industrial Subdivision.

If agreed to by Council, it is proposed that the management of the various contracts for the design and civil works program will be managed by the Shire's Project Manager. The development of tender documentation will be managed internally within the Shire by the Project Team. This approach will ensure that the Shire maintains control over the quality of the development, timeframes and budget for delivery, as well as making certain that the outcomes of the proposed subdivision and related community aspirations are achieved.

Indicatively, the process will involve:

- The development of scope of works, specifications and tender for the civil program;
- The calling and awarding of tenders; and
- Civil works construction and servicing

Consultant Team:

The consultant team for the project is subject to review and is to be engaged in accordance with the Shire's Procurement Policy. These consultants may include; Project Management Consultants; Civil Engineers; Town Planning and Survey Consultants; Electrical Lighting and

Communications Engineers; Environmental Consultants; Property, Land Marketing and Sales Consultants; Legal/Conveyancing; and Landscape Architecture.

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6.3 Option 3: Joint Venture - Development and Sale in Partnership

There is a multitude of potential structuring options for commercial agreements and partnerships. A common model currently employed by agencies such as LandCorp is a Joint Venture. In order to compare the relative merits and financial performance against the preceding options, a generic Joint Venture structure has been assumed.

The Shire:

- Brings the Land to the project, and does not seek reimbursement until sale of land (later in the project);
- Has added value by having zoning, WAPC approval, UXO clearance and preliminary design work complete;
- Brings a project understanding (geotechnical, drainage, local construction context, Aboriginal heritage, environmental, etc);
- Understand the local commercial market;
- Can manage (local) consultation;

The JV partner brings;

- Access to finance and development expertise;
- Planning, development, project management expertise (Shire could project manage);
- Sales expertise (please note that partners like LandCorp outsources this);
- Risk sharing or mitigation ability;
- Responsibility for procedures, process, transparency, accountability;

Financial outline

An outline of a typical approach to a JV structure is that Agency and/or private developer manages, and the JV Partner acts as a joint financier, project manager and seller. For the purposes of this Business Plan, we are using the example of a Shire of Ashburton and LandCorp JV in which LandCorp acts as part financier, project manager and procures an external sales agent. All of the matters outlined below would be matters for detailed negotiation with LandCorp.

Possible features are:

- There is recognition of sunk costs and land acquisitions costs, and the opportunity to participate in potential cusses is represented by an initial Participation fee for 50% of those costs, paid by LandCorp up front, reimbursed later from sales proceeds;
- Shire and LandCorp share development costs 50% / 50%;

- LandCorp charges a series of fees which are not paid until sale of individual lots. Lot realisations are owned by the Shire of Ashburton and on a monthly basis when land is being sold, Shire of Ashburton makes distributions of proceeds in an agreed order on a per lot basis;
 - Shire of Ashburton pays GST (if applicable)
 - Shire pays it conveyancing fees
 - Shire pays LandCorp;
 - Project management fee (approx. 2.5 % on sales realisations);
 - Marketing fee (approx. 2.0 % on sales realisations);
 - Selling fee (approx. 2.0 % on sales realisations);
 - Reimburses proportionate share of Participation Fee; and
 - Success fee (approx. remnant profits shared 50/50);
 - Shire keeps the balance.
- The attraction of this approach to the Shire is that it is exposed to a lesser level of debt. The Shire pays less loan interest than that paid if it develops in its own right.
- Fees are paid only on successful sale of lots.
- The Shire pays only direct project development costs as they occur
- The success fee on top of project management, sales and marketing fees will be negotiated and will reduce the profit that would otherwise have been achieved under the scenario where the Shire develops in its own right. This will represent the Shire's attitude and costs premium for project risk.

Management Structure

Under a JV with LandCorp, a Development Agreement (legal agreement) would be struck between the two parties. The agreement would provide for a Management Committee to be established. A project manager from one of the Parties would manage the Project reporting to the Management Committee.

The Management Committee would be authorised to manage, control and make decisions on all aspects of the project in a timely and decisive manner, and therefore without recourse to either Council or the LandCorp Board, except in the most exceptional circumstances. The Management Committee would consist of nominally 2 representatives from each Party, with appropriate delegated authority to make decisions on behalf of JV partners.

Issues under its control would include matters to deal with items such as:

- Approval of project scope, programme and budget;

- Directing the project manager
- Formulating and applying project procedures; monitoring project activities and reports;

JV Partner Procurement

A Joint Venture agreement suiting the Shire needs would be drafted.

This could be negotiated directly with LandCorp in the case of a Government arrangement, or if a private sector JV partner is sought, the agreement needs to be prepared prior to Expressions of Interest being called in the market place.

Government – LandCorp is familiar with these, active with these and it would be expected that subject to Shire processes and appetite for such a model, an agreement could be drafted and struck within 3 to 6 months.

If a public process was followed to seek a private sector developer, a more rigorous identification and defensible selection process may be required. An initial EOI to assess financial credentials and track record of parties would precede submission of a detailed financial proposal, where shortlisted entities provide a detailed proposal and a final proponent and agreement is selected. To prepare and manage such a public process would be more intense and including preparation of the JV form of agreement and contract documents, may take in the vicinity of 6 to 12 months.

6.4 Options Comparison

	Sell As Is	Joint Venture	Shire of Ashburton develops
<i>Net realisations</i>	\$4,250,000	\$35,300,000	\$34,400,000
<i>Cost to Shire</i>	\$ 200,000	\$ 9,350,000	\$18,700,000
Return to Shire	\$4,050,000	\$ 7,500,000	\$15,700,000

6.5 Options Overview

Develop and Sell – the Shire of Ashburton develops the site and sells all lots - build as currently approved

Pros:

- Profit maximised
- Time – with current Subdivision Approval can proceed straight to construction.
- Construction risk is limited - scope of subdivision works is relatively straight forward.
- Shire can control (to some extent) buyer profile and strategic development.

Cons:

- Cost – funds for immediate development costs required within the next 12 months.
- Saleability – early construction to capitalise on investment interest to support Wheatstone build.
- Certainty of sales needs validation – Shire carries risk that unsold lots remain vacant.
- Income – independent valuation.
- Cost – Shire exposed to cost overrun.
- Reputation - uncertainty re Shire brand vs. private sector developer or Government (LandCorp).

Joint Venture

This option anticipates further work being undertaken by the JV partner to review and renew the Subdivision Approval. This may result in changes to the overall plan in respect of lot sizes and mix, and delays before proceeding to construction.

JV Pros:

- Reputation – opportunity to partner with credible developers and set the scene for future ventures.

- Less work for Shire of Ashburton – utilise the development partner’s skills, procedures, systems, personnel etc.
- Cost risks are defrayed – possibly reduced.
- Cost outlay may be deferred and reduced in size.
- Potential for increased buyer confidence due to the development partner’s established market reputation.
- Construction risk managed or shared by the JV partner.

JV Cons:

- Time – potential for longer timeframes due to JV partnering process coupled with possible amended subdivision approvals.
- Income – a long JV partnering process could delay income.
- Reputation – review and value adds by JV partner seen to delay urgent need for land.
- Gives referral and approval agencies a second chance to place additional or more stringent development conditions.
- Less income in aggregate due to development partner’s management and profit-sharing arrangements.

Based upon the extensive research undertaken by Shire Administration, and the projected financial returns to Shire, as demonstrated above, it is the recommendation of this Business Plan that the Onslow Light Industrial Area development is undertaken by the Shire of Ashburton.

A Shire of Ashburton development, being Option 2, fits strategically in the Corporate Business Plan and is able to meet both Community and Council aspirations.

A Shire of Ashburton development is inherently exposed to risk, as are all three options. However, of all three options, the Shire of Ashburton development option is best placed to maintain control over the project and the possible impacts upon the community of Onslow.

8. Approach to Land Disposal

It is suggest that the Shire prepare and vigorously pursue a proactive sales and marketing strategy which will need to respond to the Shire's disposal objectives, and will be targeted at securing the right buyers at a competitive cost, rather than maximising profit or a sale at any cost.

As commissions on lot sales are expected to exceed \$100,000, a tender process will be undertaken as per Shire policy to engage a qualified and experienced Sales and Marketing professional or consultant.

Given the scarcity of available industrial land in Onslow, and the current collocation of uses, there are several techniques available to be considered.

8.1 Auction

If there is vibrant demand, this disposal method could yield the highest prices, yet this may not necessarily be the Shire's overall objective. An auction does not afford the Shire the opportunity to strategically select and locate important land uses and operators which may be critical to regional development. Also, if lots fail to sell at auction, there is a risk that the estate may suffer reputational damage, and lots may not be sold into the future, or initial prices may not be realised.

8.2 Tender

A Tender appears to be a suitable approach, which will allow a fair, transparent and strategic approach to help optimise the mix of land uses, the correct location of those uses, and the prioritisation of urgent, more capable developers or developers with current local contracts.

Internal expertise from the Shire Administration could be used for the development of tender documentation. The Shire could then maintain control over the process by ensuring the development of clear tender specifications to ensure the delivery of quality industrial development to the community of Onslow. The processes would involve:

1. The development of tenders for disposal of land;
2. The calling and awarding of tender for sale of land; and
3. Award and settlement of land.

9. Project Analysis

A project analysis which is centrally focused on defining and assessing investment has been undertaken on the development options and the associated risk and commercial viability. The assessment has been undertaken by the Shire Administration, in conjunction with experienced Land Development and Project Management consultants, HQ Management.

Consideration within the project analysis has included:

9.1 Environmental

An Unexploded Ordnance Hazard Reduction Operation was undertaken on part Lot 16 Onslow Road, Onslow. The search was undertaken in the WAPC approved areas of Stage 1 and 2 of the proposed Onslow Light Industrial Subdivision.

The unexploded ordnance field validation survey was conducted by Milsearch Pty Ltd in June 2013.

The survey found:

“...no items of live UXO, nor any items of an EOW nature were discovered during the Unexploded Ordnance Field Validation Survey operations. Numerous items of an agricultural or domestic origin were located...”

It was recommended by Milsearch Pty Ltd that,

“...subject to the DFES UXO Services endorsement, future planned development within those areas assessed and recorded by this Report (shown collectively in Figure 3 and Tables 1 to 4 above), can now proceed without further concern for potential UXO hazards...”

Further to the Post Activity Report provided by Milsearch Pty Ltd, the Department of Fire and Emergency Services (DFES) provided the Shire Administration with the following:

“...Stages 1 & 2 as shown on Deposited Plan 161140 and attached TPG drawing of Subdivision Plan has been subjected to an extensive investigative search for unexploded ordnance by an accredited UXO Contractor to a standard where it is DFES UXO opinion that Condition 7a has now been met. As no evidence of explosive ordnance activity was located within the stage 1 & 2 area, it is also DFES UXO opinion that condition 7a and 7c are no longer applicable...”

A copy of the DFES letter dated 9 August 2013 is attached at Appendix 11.

9.2 Heritage & Native Title

A Heritage Survey was conducted in January 2013 with both the Shire Administration and the Traditional owners of the land, the Thalanyji People, at Lot 16 Onslow Road, Onslow. After this survey, the heritage areas were reduced to smaller areas as indicated in the attached plans. The areas marked out by the Thalanyji people were surveyed by Whelans soon afterwards.

Please see marked heritage areas in the plan attached at Appendix 12

Deep Woods prepared two Aboriginal Heritage Survey reports plus a Section 18 report that gave the Shire permission to develop the land. A letter received from the Hon Peter Collier MLC, Minister for Education; Energy; Indigenous Affairs, dated 31 January 2013, stated:

“...I am advised that based on current knowledge the Purposes [proposed land use] will not impact upon any Aboriginal sites within the meaning of section 5 of the AHA on the Land.

I hereby advise that you are able to use the Land for the Purposed in any lawful way...”

The letter from the Minister is attached at Appendix 13.

9.3 Town Planning

The lot is currently zoned ‘Public Purposes – Airport’ however proposed Amendment 15 to the Shire of Ashburton Town Planning Scheme No 7 seeks to change the land in the north-western sector to ‘Mixed Business’. The amendment was endorsed by Council at the Ordinary Meeting held on 16 March 2011 and is currently being referred to the EPA for assessment.

9.4 Risk Assessment

The previous sections of the Business Plan have set out what the proposed subdivision intends to achieve and the overall timescale in which it will be achieved. There may be considerable risk associated with achieved these targets and this section identifies how any risks will be identified and managed.

Preliminary and high level risk identification has been undertaken and risk management techniques have been applied, with achievable outcomes listed.

If the proposed subdivision progresses, formal risk identification and management sessions would form part of the Project Management process. Sessions will be conducted and the Project Team will continue to contribute to the preparation of mitigation strategies.

Risks are defined as:

- Exposure to the possibility of something happening that will have an impact on achieving objectives;
- Risk arises out of uncertainty and has two elements:
 - Likelihood/Probability of something happening;
 - Consequence or impact resulting from the event.

Risk Management is a process of well-defined steps that support better decision making by providing greater insight into risks and their impacts. The application of risk management as a processes will:

- Improve Strategic Planning for all delivery areas of the project;
- Improve cost control in each of the key delivery areas;
- Minimise losses and maximise opportunities;
- Increase knowledge and understanding of the Shire exposure to specific risk events;
- Increase preparedness for outside review;
- Minimise disruptions;
- Improve resources utilisation.

A full risk matrix has been included and attached at Appendix 14.

9.5 S.W.O.T Analysis

<p style="text-align: center;">Strengths</p> <ul style="list-style-type: none"> • High demand for industrial development • Supported by business & community groups • New, modern and environmentally sustainable design • Job creation • Attract long term investment in town • Desirable location • Underpinned by Wheatstone requirements • Service Assurances around Water, Power and Telecommunications received by Statutory bodies • Water main relocation funded by aerodrome construction • Concept and provision has been considered in the aerodrome design and construction 	<p style="text-align: center;">Weaknesses</p> <ul style="list-style-type: none"> • Initial costs • Supply will not meet demand • Need for other stimuli besides industrial property • \$ to maintain SOA assets – i.e. roads and drainage • Not building on • Requires upgrade of existing utilities infrastructure • Increased commercial waste
<p style="text-align: center;">Opportunities</p> <ul style="list-style-type: none"> • Attract skilled, experienced staff long term • Support community groups • Attract service providers • Growth • Improved commercial / industrial standard • Good P.R. for shire • \$ profit • Job creation • Attract long term investment in town • Future expansion and potential further LNG projects 	<p style="text-align: center;">Threats</p> <ul style="list-style-type: none"> • Economic instability • Over budget • \$ deficit • Property holding costs if sales are slow • Servicing requirements by external utility providers

10. Statutory Environment

The purpose of the Business Plan, under the Statutory Environment, is to:

1. Provide the Community and Stakeholders with an overview of the proposal including the financial aspects.
2. Demonstrate Council's ability to manage the design, construction and sale of the proposed land development.
3. Demonstrate Council's compliance with Section 3.59(2) and Section 3.59(3) of the *Local Government Act 1995*.

Section 3.59 (4) of the Act requires that a local government authority advertise its intent to enter into a major trading undertaking or major land transaction, through State-wide advertising, the placing of the Business Plan for public inspection, and the calling of submissions. The prescribed submissions period is not less than six weeks.

If Council endorsement is received, State-wide and local public notice of this Business Plan will be provided in the Western Australian Newspaper (Saturday Edition); and the Pilbara News and Pilbara Echo respectively. Notices will also be placed on the Notice Boards at the Shire's libraries and at Customer Services at the Shire Administration Centres, as well as the Shire's website, www.ashburton.wa.gov.au

Public submissions will be presented to Council at a future Ordinary Meeting for consideration and will inform Council's decision-making on the matter.

11. Appendices

- Appendix 1:** Agenda Item 12.2, Minute 11315 – Concept Design of Proposed Subdivision at Onslow Aerodrome
- Appendix 2:** WAPC Conditional Approval (with approved plan of subdivision).
- Appendix 3:** Revised Plan of Subdivision
- Appendix 4:** Letter from Water Corporation
- Appendix 5:** Letter from Horizon Power
- Appendix 6:** Table of Industrial Land Sales in Onslow
- Appendix 7:** Table of Landgate Data
- Appendix 8:** IVWA Valuation
- Appendix 9:** Reserve Feasibility Model
- Appendix 10:** Series of Discount Cash Flow Models
- Appendix 11:** Letter from DFES
- Appendix 12:** Heritage Area Map
- Appendix 13:** Letter from Minister for Education; Energy; Indigenous Affairs
- Appendix 14:** Risk Matrix



SHIRE OF ASHBURTON	
Rec No	1322862
23 OCT 2013	
File	PA.MW.72
Officer	PP EMTS/ELDM

Regional and Metro Services

Your ref:
Our ref: 01406-1991-01RO JOB No 132852
Enquiries: Nathan Rosair, ph (08) 6552 4473
Nathan.rosair@lands.wa.gov.au

16 October 2013

Chief Executive Officer
Shire of Ashburton
PO Box 567
TOM PRICE WA 6751

COPY

Dear Sir/Madam,

REQUEST TO PURCHASE LOT 73 ON DEPOSITED PLAN 188713 (RESERVE 43225) AND AMALGAMATE INTO ADJ LOT 72 ON DEPOSITED PLAN 188713, METTAWANDY PLACE, PARABURDOO – SHIRE OF ASHBURTON

The Department of Lands (DoL) has received a request from Thompson Surveying Consultants acting on behalf of Brent James Rowe for the purchase of Lot 73 on DP 188713 (Reserve 43225) to amalgamate into the adjacent Lot 72 on DP 188713.

- Reserve 43225 (217m²) is currently managed by the Shire of Ashburton with a Purpose of "Drainage" and was registered on 2 December 1994.
- Freehold Lot 72 on DP 188713 (2448m²) is owned by Brent James Rowe.

Please provide any comments and/or objections to this proposal proceeding. Should you have no objections, please execute and return the enclosed statutory declaration form with respect to any interests over Lot 73.

Please refer to the enclosed sample statutory declaration form for your assistance.

I have also enclosed a copy of an aerial photograph, SmartPlan, Crown Land Titles for both lots and a Reserve Enquiry for R43225 for your reference.

For further inquiries please contact Mr Nathan Rosair, Assistant State Land Officer, on (ph: 08 6552 4473) quoting the above job number.

Yours faithfully,

Nathan Rosair
Assistant State Land Officer – Pilbara
Regional and Metro Services
A3724707



STATUTORY DECLARATION

I / WE,

(full name, address and occupation of person (s) making the declaration)

Sincerely declare as follows -

[Large empty box for the declaration text]

This declaration is true and I / WE know that it is an offence to make a declaration knowing that it is false in a material particular.

This declaration is made under the *Oaths, Affidavits and Statutory Declarations Act 2005* at _____

on _____ day of _____ 20 _____ by - _____ (Place made)

Signature of person making the declaration (sign in the space above)

In the presence of -

Signature of authorised witness (sign in the space above)

(Print the full name, Address and qualification of authorised witness in the space above)

INSTRUCTIONS

1. If insufficient space hereon Form B2 should be used.

NOTES

1. If more than one declarant, each signature must have a separate attestation.
2. No person under eighteen years of age may be a witness.
3. A complete list of authorised witnesses for statutory declarations is contained in Schedule 2 of the *Western Australian Oaths, Affidavits and Statutory Declarations Act 2005*.
4. The *Western Australian Oaths, Affidavits and Statutory Declarations Act 2005* contains special provisions about authorised witnesses for statutory declarations made outside Western Australia.

SAMPLE DECLARATION
NO CONTAMINATION

SAMPLE DECLARATION

WESTERN AUSTRALIA

OATHS, AFFIDAVITS AND STATUTORY DECLARATIONS ACT 2005

STATUTORY DECLARATION

I,

[insert full name, address and occupation of person making the declaration]

sincerely declare as follows:

1. I

[am one of/ the registered proprietor/s of] OR

[am the mortgagee in possession of] OR

[am one of/ the lessee/s of] OR

[act on behalf of the Management Body for] OR

[am the person who is responsible for the administration of]

the land described as *[land description]* (the Land).

2.

[I have been the registered proprietor of] OR

[I have been in occupation, or had the use, of] OR

[The Management Body has had a Management Order in relation to] OR

[I have been the person responsible for the administration of the]

the Land from *[insert date]* to and including *[insert date]* (the Relevant Period).

3. I am aware that the Land has been used for the purpose of *[insert use]* during the Relevant Period.

4. I have referred to Annexure A, which is a document prepared by the Department for Environment and Conservation entitled List of Potentially Contaminating Activities, Industries and Land Uses. I am aware that:

(a) the Land has not been used for any of the Industries, Activities and Land Uses referred to in Annexure A during the Relevant Period; and

(b) none of the Common Contaminant Types referred to in Annexure A have been used in relation to the Land during the Relevant Period.

5. I acknowledge that if the Land is found to be contaminated within the meaning of the *Contaminated Sites Act 2003*, the *Contaminated Sites Act 2003* may place obligations upon me in relation to the Land as a contaminated site.

6. An environmental assessment of the Land has not been undertaken by a person qualified and accredited to carry out an assessment of the Land in relation to contamination.

OR

An environmental assessment of the Land has been undertaken by a person qualified and accredited to carry out an assessment of the Land in relation to contamination, and a copy of that assessment has been provided to the Department of Regional Development and Lands.

This declaration is true and I know that it is an offence to make a declaration knowing that it is false in a material particular.

This declaration is made under the *Oaths, Affidavits and Statutory Declarations Act 2005*

at _____
{place}

on _____
{date}

{Signature of person making the declaration}

in the presence of –

{Signature of authorised witness}

{Name of authorised witness and qualification as such a witness}*

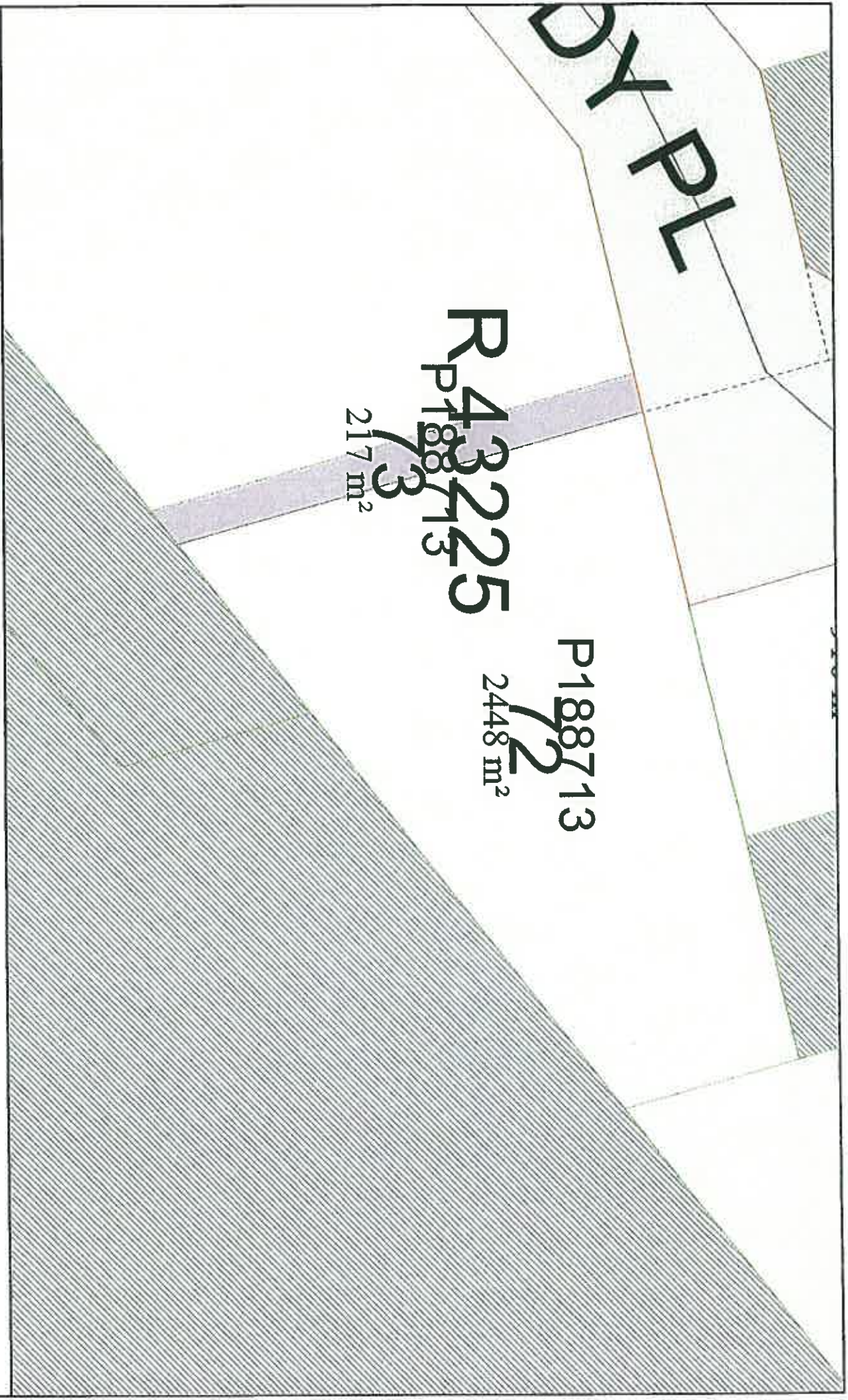
* For authorised witnesses see section 12(6) of the *Oaths, Affidavits and Statutory Declarations Act 2005*

BY PL

R43225
P188713

P188713
2448 m²

217 m²



Scale : 1:482 (Geographical)
MGA : SW-566934.4E, 743343.0N Zone 50 / NE-567074.2E, 743352.2N Zone 50
Lat/Long : 117°39'14.858", -23°12'24.535" / 117°39'19.760", -23°12'21.549" H 176mm by W 289mm

This product is for information purposes only and is not guaranteed. The information may be out of date and should not be relied upon without further verification from the original documents. Where the information is being used for legal purposes then the original documents must be searched for all legal requirements.

Printed : 09:24 Thu 10/Oct/2013
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WESTERN



AUSTRALIA

REGISTER NUMBER 73/DP188713	
DUPLICATE EDITION N/A	DATE DUPLICATE ISSUED N/A

RECORD OF QUALIFIED CERTIFICATE

VOLUME
LR3044

FOLIO
128

**OF
CROWN LAND TITLE**

UNDER THE TRANSFER OF LAND ACT 1893
AND THE LAND ADMINISTRATION ACT 1997

NO DUPLICATE CREATED

The undermentioned land is Crown land in the name of the STATE of WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 73 ON DEPOSITED PLAN 188713

**STATUS ORDER AND PRIMARY INTEREST HOLDER:
(FIRST SCHEDULE)**

STATUS ORDER/INTEREST: RESERVE UNDER MANAGEMENT ORDER

PRIMARY INTEREST HOLDER: SHIRE OF ASHBURTON

(XE F745845) REGISTERED 2 DECEMBER 1994

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)**

1. F745845 RESERVE 43225 FOR THE PURPOSE OF DRAINAGE REGISTERED 2.12.1994.
F745845 MANAGEMENT ORDER. CONTAINS CONDITIONS TO BE OBSERVED.
REGISTERED 2.12.1994.

- Warning: (1) A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
Lot as described in the land description may be a lot or location.
(2) The land and interests etc. shown hereon may be affected by interests etc. that can be, but are not, shown on the register.
(3) The interests etc. shown hereon may have a different priority than shown.

-----END OF CERTIFICATE OF CROWN LAND TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: LR3044-128 (73/DP188713).
PREVIOUS TITLE: This Title.
PROPERTY STREET ADDRESS: LOT 73 METTAWANDY PL, PARABURDOO.
LOCAL GOVERNMENT AREA: SHIRE OF ASHBURTON.
RESPONSIBLE AGENCY: DEPARTMENT OF LANDS (SLSD).

NOTE 1: A000001A CORRESPONDENCE FILE 1406/1991.

END OF PAGE 1 - CONTINUED OVER

WESTERN



AUSTRALIA

REGISTER NUMBER 72/DP188713	
DUPLICATE EDITION 3	DATE DUPLICATE ISSUED 30/9/2008

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME
2649

FOLIO
584

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 72 ON DEPOSITED PLAN 188713

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

BRENT JAMES ROWE OF 6 GREEN STREET, BLUFF POINT
(T K848348) REGISTERED 10 FEBRUARY 2009

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

1. *L235417 MORTGAGE TO COMMONWEALTH BANK OF AUSTRALIA REGISTERED 18.2.2010.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: LR3044-125 (72/DP188713).
PREVIOUS TITLE: LR3044-125.
PROPERTY STREET ADDRESS: LOT 72 METTAWANDY PL, PARABURDOO.
LOCAL GOVERNMENT AREA: SHIRE OF ASHBURTON.

NOTE 1: DUPLICATE CERTIFICATE OF TITLE NOT ISSUED AS REQUESTED BY DEALING K848349

Reserve Enquiry Detail [5100L]

[Screen Friendly](#) [Print Page](#)

Reserve Name	43225	Legal Area (ha)	0.0217
Type		Status	Current
Notes		Current Purpose	DRAINAGE
File Number	1406/1991		

Class	Responsible Agency	Date of Last Change
C	DEPARTMENT FOR PLANNING AND INFRASTRUCTURE	07/12/1994

Management Orders	Document	Land Use	Local Government Authority
SHIRE OF ASHBURTON		DRAINAGE	ASHBURTON, SHIRE OF

Add Item	CLT Number	Parcel Identifier	Street Address	Suburb	File Number	PIN	Area (sqm)	Map Viewer
<input type="checkbox"/>	LR3044-128	Lot 73 On Plan 73 188713	METTAWANDY	PL PARABURDOO	1406/1991.	1105584	217.0	Map Viewer

Reserve Number 43225

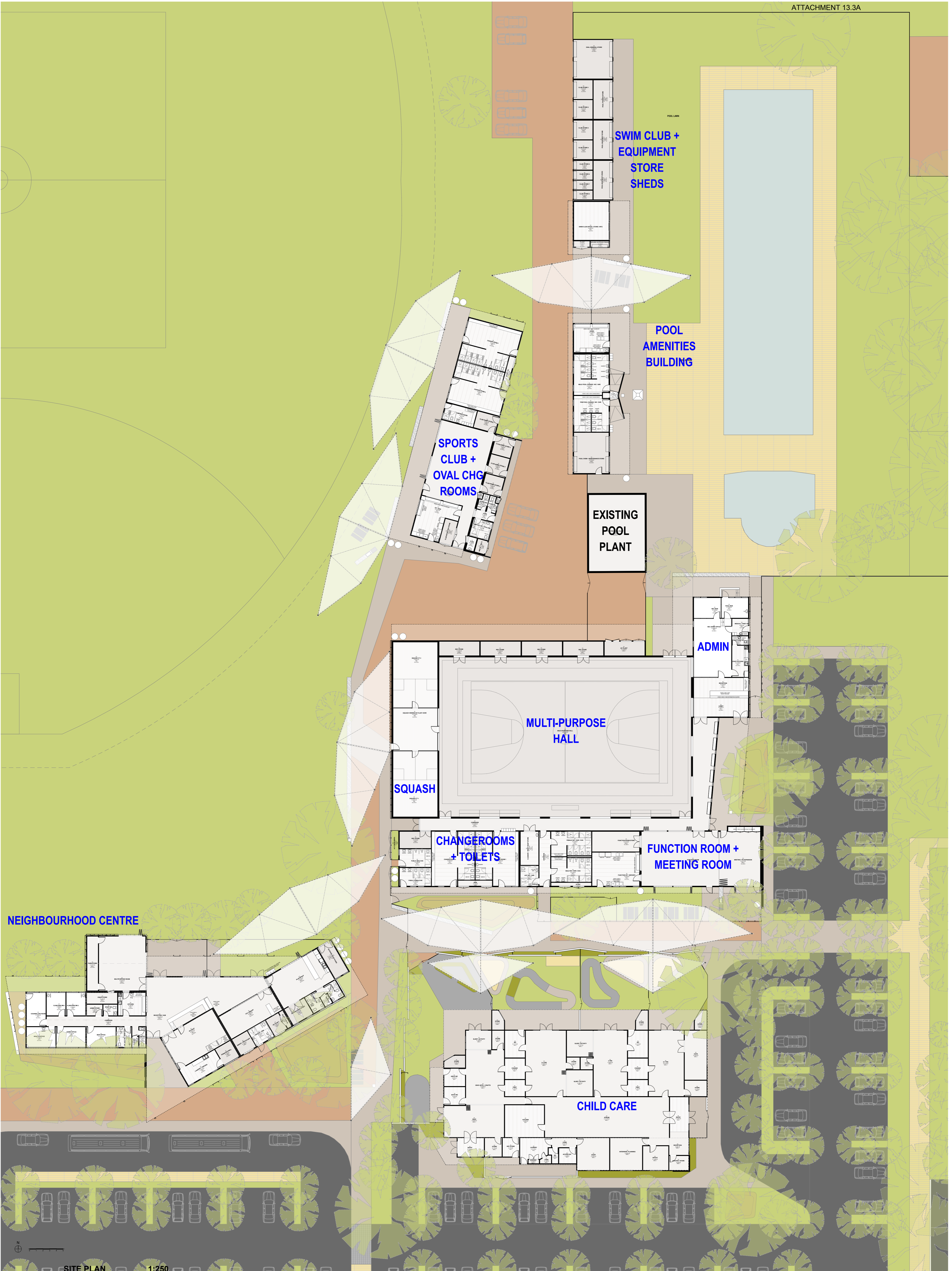
Previous Certificates of Title

Historic Crown Allotments
PARABURDOO Town lot/Lot 73

Gaz Page/Document	Date	Type	Text
6360	02/12/1994	Current Vesting	VEST:SHIRE OF ASHBURTON
6363	02/12/1994	Current Area	0.0217
6363	02/12/1994	Class	C
6363	02/12/1994	Current Purpose	DRAINAGE
6363	02/12/1994	Correspondence File Number	1406/1991
6363	02/12/1994	Lot/Town Lot	PARABURDOO LOT 73
6363	02/12/1994	Original Gazettial and page	ORIGINAL GAZETTE
6363	02/12/1994	Public Plan	BK58 (2) 2.34
6363	02/12/1994	Survey Number	CS DIA 88713

This product is for information purposes only. A search of the original documentation is required for all legal purposes

Western Australian Land Information Authority (Landgate)



NEIGHBOURHOOD CENTRE

SPORTS CLUB + OVAL CHG ROOMS

SWIM CLUB + EQUIPMENT STORE SHEDS

POOL AMENITIES BUILDING

EXISTING POOL PLANT

MULTI-PURPOSE HALL

ADMIN

SQUASH

CHANGEROOMS + TOILETS

FUNCTION ROOM + MEETING ROOM

CHILD CARE

SITE PLAN 1:250

PRELIMINARY DRAWINGS ONLY



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PARABURDOO COMMUNITY HUB

A1 SHEET

CLIENT : SHIRE OF ASHBURTON JOB NUMBER : 120404

LOCATION : LOT 618 FORTESCUE RD PARABURDOO

DRAWING NAME : SITE PLAN

DRAWING NUMBER : 4 DRAWING REVISION : 13

PURPOSE OF ISSUE : S.O.A LAYOUT AMENDMENTS DRAWN BY: PS

DATE OF ISSUE : 15 NOV 2012

SHIRE OF ASHBURTON



FINAL REPORT
June 2013



A BALANCED VIEW
LEISURE CONSULTANCY SERVICES

EXECUTIVE SUMMARY

A Balanced View Leisure Consultancy Services (ABV) was commissioned by the Shire of Ashburton (SoA) to undertake a review of the work completed to date on the Paraburdoo Community Hub and provide a Feasibility and Management Review to inform the final design and future operations of the proposed facilities.

The Shire of Ashburton is currently working with Rio Tinto Iron Ore (RTIO) to scope and develop recreation and community facilities that meet the existing and future needs of the local community. The Shire of Ashburton wishes to be in a position to develop and manage its community infrastructure in a manner that is commensurate with community requirements and is sustainable over the lifetime of the facilities.

A concept design has been developed for the Paraburdoo Community Hub with the facilities included being based on recommendations from a number of reports previously commissioned for the town. The capital cost of the proposed facilities has been estimated as \$20,094,553 (Exclusive of GST).

The key objectives of this study were to:

1. Review the current concept plans and proposed operations of the facilities considered to be included within the Paraburdoo Community Hub.
2. Review the needs analysis previously undertaken.
3. Provide recommendations for facility configuration and design to enable optimum management arrangements and long term operating sustainability, based on;
 - Analysis of existing and forecast demographics
 - Analysis of existing facility users
 - Analysis of stakeholder needs
 - Application of community, industry and governance trends
 - Geographic and development context.
4. Provide high level feasibility costings of operating models for existing, proposed and recommended facility configurations.

Previous reports recommended community facility provision of:

Paraburdoo Community and Sports Facilities Study

The following facility provision was recommended for Paraburdoo as a result of the study:

Shared Use Sports Club: To include toilet/change room amenities, equipment stores for clubs, canteen/kiosk facilities, administration/meeting space, general store, function space, patio/BBQ area and spectator seating.

Community Recreation Centre: 1 x Indoor sports court, 2 x squash courts, Administration offices, Toilet/Change amenities, Club store rooms/ Toy Library.

Extension of existing change rooms building on Main Oval: To include equipment stores and public toilets.

Main Oval Upgrades: Improved playing surface and floodlighting.



Top Oval Upgrades: Floodlighting, softball diamond with permanent back net fencing, Permanent goals for rugby codes.

Swimming Pool Upgrades: Upgrade change room/toilet facilities, club room for swimming club.

Ashburton Hall Upgrades: Upgrade heating and air-conditioning, Upgrade back of house facilities, Upgrade stage lighting, Upgrade outdoor BBQ area, Install shutters on kitchen serveries.

Consultation

Consultation with community and sporting groups was undertaken during the development of the Paraburdoo Community and Sports Facility Study.

Groups were asked to provide feedback on their existing and proposed future use of facilities, existing membership numbers and anticipated future membership and what the club sees as priorities for future facilities required.

Common themes existed in the responses. Current facilities are out-dated and not fit for purpose. The facilities are not well maintained with clubs and groups facing regular issues with the quality of the facilities (surface of playing grounds, air-conditioning, facilities not readily available) lack of access to facilities, cost of use, security and lack of storage space. Access to meeting room space for committee and club meetings was problematic.

The groups were also asked if sharing facilities was an option. The majority of groups indicated they would be happy to share facilities. The few that felt it was not possible to share were generally those that had very specific requirements (Shooting Club) and requirements based on equipment use of secure facilities not accessible through general access (Men’s Shed).

Paraburdoo Childcare Centre Demand Assessment Report, October 2010

This high level demand assessment report objective was to identify and provide an estimate of the number of places necessary to meet anticipated level of demand for Long Day Care (LDC) and Outside School Hours Care (OSHC).

The report concludes and recommends that a service to cater for the number of places as determined through formal childcare statistics to meet existing demand, being 47 LDC places and 27 OSHC places.

Needs Analysis Review

ABV have undertaken a review of the facility needs assessment and previous recommended facility requirements. Based on a further review of the consultation results combined with an analysis against demographic profile, facility provision benchmark standards and consideration of provision in other regional local government areas, the following analysis was prepared:

Original Recommendation		Revised Analysis of Need
Shared Use Sports Club:	To include toilet/change room amenities, equipment stores for clubs, canteen/kiosk facilities, administration / meeting space, general store, function space, patio/BBQ area	Existing sporting groups utilise the main and top oval on a regular basis. The provision of multiuse club room facilities that include change rooms, function/meeting space,



	and spectator seating.	storage and first aid with spectator seating and general improved amenities for socialisation is considered appropriate for the number of groups and the population for the town.
Community Recreation Centre:	1 x Indoor sports court, 2 x squash courts, Administration offices, Toilet/Change amenities, Club store rooms/ Toy Library	The requirement for an indoor sports court in the new development is not substantiated in the analysis of need. If additional activity space can be accommodated in the function area of the new facilities, playgroup facilities and an upgrade to Ashburton Hall, all existing users can be accommodated. New squash courts are seen as appropriate to be considered within the new community hub development as the existing facilities are badly damaged.
Extension of existing change rooms building on Main Oval:	To include equipment stores and public toilets.	The inclusion of new club room facilities with change room will negate the need for this extension. The new change facilities will be more than adequate.
Main Oval Upgrades:	Improved playing surface and floodlighting.	Required to improve the general playing amenity in both the short and long term.
Top Oval Upgrades:	Floodlighting, softball diamond with permanent back net fencing, Permanent goals for rugby codes.	Required to improve the general playing amenity in both the short and long term.
Swimming Pool Upgrades:	Upgrade change room/toilet facilities, club room for swimming club.	Required to improve the general amenity in both the short and long term.
Ashburton Hall Upgrades:	Upgrade heating and air-conditioning, Upgrade back of house facilities, Upgrade stage lighting, Upgrade outdoor BBQ area, Install shutters on kitchen serveries.	Required to accommodate additional user groups, particularly if the indoor sports pavilion is not upgraded or replaced.

The inclusion of an indoor sports court to replace the existing sports pavilion is seen as being in excess to community need. The facility is not utilised for indoor sports and is in general used on a minimal basis by Tae Kwon Do, Sunshine Play group and for some meetings. With the inclusion of a purpose built playgroup facility and additional function and meeting that can be utilised as programmable spaces, there is no established need for a newly constructed indoor pavilion space.



Clarification on the future of the Ashburton Hall from the Shire of Ashburton has confirmed that the facility is likely to be upgraded and will not be demolished if the Community Hub as it currently stands is constructed. Existing users of the indoor sport pavilion can be accommodated in the newly constructed community hub facilities within the multipurpose / function space if designed and constructed appropriately or the Ashburton Hall which will be more suitable with a minor refurbishment.

Existing Concept Plan Review

A review of the existing concept plan for the Paraburdoo was completed with consideration given to the analysis of need.

Key Findings

- The proposed childcare facilities are designed to meet the licensing requirements and propose good opportunity for efficient operations.
- There are duplicated function and meeting room facilities in Sports Club and Multipurpose Sports Hall, with additional meeting room space also located within the Neighbourhood centre. This is oversubscribed for the population of Paraburdoo.
- The inclusion of a sports club facility and a second club room specifically for the Swim Club is not warranted based on the existing and proposed membership numbers for the swimming club.
- The inclusion of an indoor sports pavilion is not warranted based on the current and proposed uses and is considered in excess to community need.
- There are opportunities to co-locate some of the proposed facilities to reduce the capital construction cost, improve efficiencies in management, and thus reducing the ongoing operational cost providing a more sustainable solution for the longer term.
- There are opportunities to replace proposed club storage rooms with more economical and fit for purpose storage sheds.
- A revised layout can provide for more efficient operations of the aquatic facility.
- A revised layout can provide for more centralised entrances to the facilities.

Recommendations

- More suitably located sports club rooms that can be accessible by oval and pool users under one roof line, reducing capital and ongoing operating costs.
- Change rooms for the oval and pool to be located in close proximity to enable more efficient construction method and servicing options. This provides an opportunity for major events to utilise all change rooms at one time from either the oval or from the pool.
- Removal of the indoor sports pavilion and associated change rooms from the proposed development.
- One main building to house - 2 x squash courts, sports club & change rooms, pool amenities / swim club & store, admin for pool & sports hall, neighbourhood centre and function spaces.
- Neighbourhood centre - form part of the main facility whilst still retaining a separate entrance but share ablutions, car park and roof line. This would also allow for facilities identified in the Paraburdoo Revitalisation Master Plan to be constructed as planned at a later date.
- Combine the Toy Library and the Playgroup Facility into one component of the neighbourhood centre to reduce building footprint. Current usage and anticipated future growth of both of these groups does not warrant separate constructed spaces. This space can also be utilised by the Early Years Group.



- Overall consideration to moving the pool entrance with views from administration down the line of existing pool i.e. view down pool length from reception /office /entry area. Kiosk area for the pool should also be located close to reception area.
- Proposed storage building to be replaced with more economical and viable sports store shed.
- Reconfigured car park to be more central to the entry of the revised building locations.
- Reduce function space to one larger and one smaller provision and revise the grade of kitchen appropriate to the size of the function space.

Feasibility

The development of high level ongoing operational implications of the facility development as it currently stands and a comparison of operational implications of a revised facility development based on the recommendations has been prepared.

The result of the high level analysis indicates that for the facility to be constructed as per the existing concept plan, with a the construction cost of \$20,094,553 (excl GST, inclusive of allowances for project and design contingencies, loose furniture and fittings, professional fees and an area allowance of 55%), will result in an ongoing operational subsidy of approximately \$712,000 per annum.

If the facility concept design was revised as per the recommendations in this report, the anticipated construction cost will be \$15,503,347 (excl GST, inclusive of allowances for project and design contingencies, loose furniture and fittings, professional fees and an area allowance of 55%), will result in an ongoing operational subsidy of approximately \$572,000 per annum.

Conclusion

The development of a community hub in Paraburdoo is considered critical by the Shire and RTIO to create a greater sense of community, provide opportunity for existing and future residents of the town to participate in community activities and provide suitable community and sporting facilities for the town.

A critical review by ABV Leisure Consultancy of the needs analysis, the developed concept plan and the recommended operating results in recommendations that consideration be given to revising the concept option to reducing the proposed building footprint and including a greater focus on multi-use facilities and co-location of facility components to reduce capital outlay costs for the construction of the facility in the first instance and for ongoing operational sustainability into the future. The recommended changes indicatively provide for a reduction in capital construction cost of \$4.5 million and a reduction of ongoing operation subsidy of approximately \$140,000 per annum.

Providing flexible, multipurpose facilities will enable a more equitable access for all users and future proof facilities for potential changes of uses into the future.



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Attachment 1 – Original Concept Plan High Level Cost Analysis

Attachment 2 – High Level Cost Analysis based on recommended amendments to facility provision and concept plan.



1 INTRODUCTION

A Balanced View Leisure Consultancy Services (ABV) was commissioned by the Shire of Ashburton (SoA) to undertake a review of the work completed to date on the Paraburdoo Community Hub and provide a Feasibility and Management Review to inform the final design and future operations of the proposed facilities.

The Shire of Ashburton is currently working with Rio Tinto Iron Ore (RTIO) to scope and develop recreation and community facilities that meet the existing and future needs of the local community. The Shire of Ashburton wishes to be in a position to develop and manage its community infrastructure in a manner that is commensurate with community requirements and is sustainable over the lifetime of the facilities.

2 BACKGROUND

SHIRE OF ASHBURTON- PARABURDOO

The Shire of Ashburton is a local Government Area in the Pilbara region of Western Australia. The Shire covers 105,647 square km and includes the towns of Tom Price, Onslow, Pannawonica and Paraburdoo.

Paraburdoo is 1536km North of Perth. It is located at the south western end of the Hamersley Range National Park and is 81km South of Tom Price.

Paraburdoo was constructed in the early 1970's with the mine and town operation commenced in 1973. The town was constructed to service the mine and the infrastructure was provided for and serviced by Hamersley Iron (now RTIO). In the 1980's both State and Local Governments gradually assumed some of the traditional roles performed by such agencies in the town, although RTIO still has a significant role in town services.¹

In the late 1990's some services were withdrawn from the town (High School, hardware store and some Health Services). Some of these services were centralized in Tom Price.

A Baseline Community Assessment of Paraburdoo study was undertaken in 2006 and again in 2011 by URS for Rio Tinto. The 2006 study provided a demographic and socio economic analysis of the town's population. The 2011 report provided further analysis and a comparison of the town from 2006.

Following socio economic research undertaken by RTIO in 2005-2006, there has been growing acknowledgement of the economic dependency of the Paraburdoo economy on mining, estimated at 98% dependency. In 2007, RTIO publicly stated that the town will continue to be service its residential mining operations for a further 15-20 years; and noted that there appears to be little economic prospect for the town beyond mining unless things change in the coming decades. The lack of economic diversity is a significant hurdle to successful normalization.²

Even though the town is essentially normalized residents still think of RTIO as being the leader and 'provider' for the town and there is a strong reliance on the company to get things done. The residents of the town recognize that the town's life and its future are effectively in the hands of

¹ Baseline Community Assessment of Paraburdoo, 2011, URS.

² Baseline Community Assessment of Paraburdoo, 2011, URS.



RTIO, and this situation is accepted. Further, this recognition has strengthened in recent years, with the result that people continually look to the Company as the source of infrastructure and social investments directed at improvements to the town.³

COMMUNITY FACILITIES

The Town's Community Infrastructure was predominantly constructed in the 1970's and existing facilities are now out-dated, not fit for purpose and nearing the end of their lifespan. There is a perceived shortage of community and sporting infrastructure within the town, demonstrated through the results of community consultation undertaken. Existing facilities are utilised by community and sporting groups based on availability and best fit rather than fit for purpose and suitability.

The town has a strong sporting and community ethos and the facilities play an important role in the community's culture.

In partnership with RTIO, the Shire of Ashburton is planning improved community and sporting facilities that meet community needs identified through a detailed community consultation process. A number of studies have been undertaken to understand community expectation and determine need for facilities.

Architects were engaged and a concept plan developed which has been endorsed, in principal by the Shire of Ashburton. The developed concept plans incorporate six (6) buildings in a hub facility incorporating a mix of integration with existing facilities, sporting and community infrastructure.

3 STUDY OBJECTIVES

The key objectives of the study were to:

1. Review the current concept plans and proposed operations of the facilities considered to be included within the Paraburdoo Community Hub.
2. Review the needs analysis previously undertaken.
3. Provide recommendations for facility configuration and design to enable optimum management arrangements and long term operating sustainability, based on;
 - Analysis of existing and forecast demographics
 - Analysis of existing facility users
 - Analysis of stakeholder needs
 - Application of community, industry and governance trends
 - Geographic and development context.
4. Provide high level feasibility costings of operating models for existing, proposed and recommended facility configurations.

4 STRATEGY AND PLANNING CONTEXT

A review of studies undertaken, completed reports and strategic planning documents for the proposed facilities and town in general was undertaken and summarised below.

³ Baseline Community Assessment of Paraburdoo, 2011, URS.



Paraburdoo Community and Sports Facilities Study

A Community and Sports Facility study for Paraburdoo was prepared in 2011. The Study investigated the needs for sporting and community facility requirements in the town and recommended a strategy for implementation along with recommended facility operating models.

As part of the study, a number of community consultation methods were undertaken, including community forums and surveys to confirm existing use and ascertain future requirements.

The following facility provision was recommended for Paraburdoo as a result of the study:

Shared Use Sports Club: To include toilet/change room amenities, equipment stores for clubs, canteen/kiosk facilities, administration/meeting space, general store, function space, patio/BBQ area and spectator seating.

Community Recreation Centre: 1 x Indoor sports court, 2 x squash courts, Administration offices, Toilet/Change amenities, Club store rooms/ Toy Library.

Extension of existing change rooms building on Main Oval: To include equipment stores and public toilets.

Main Oval Upgrades: Improved playing surface and floodlighting.

Top Oval Upgrades: Floodlighting, softball diamond with permanent back net fencing, Permanent goals for rugby codes.

Swimming Pool Upgrades: Upgrade change room/toilet facilities, club room for swimming club.

Ashburton Hall Upgrades: Upgrade heating and air-conditioning, Upgrade back of house facilities, Upgrade stage lighting, Upgrade outdoor BBQ area, Install shutters on kitchen serveries.

The detail of the community consultation program is further explored in Section 6 of this report. In general, the consultation highlighted that most community and sporting groups are in general, dissatisfied to very dissatisfied with the facilities they have access to and utilize.

Management options were explored as part of the study with recommendations being a Sports Association Model for management of the sports club, including membership of all clubs utilizing the oval and associated facilities. Shire Management of the Community Recreation Centre was recommended. The management of the child care and neighbourhood centres were not considered within this study.

CHILDCARE

In 2010, RTIO engaged Complete Childcare Solutions (CCS) to prepare a series of reports outlining the need for childcare facilities within Paraburdoo, the potential number of placements required, the facility components required and potential operating models for such a facility.



Paraburdoo Childcare Centre Demand Assessment Report, October 2010

This high level demand assessment report objective was to identify and provide an estimate of the number of places necessary to meet anticipated level of demand for Long Day Care (LDC) and Outside School Hours Care (OSHC).

The report concludes and recommends that a service to cater for the number of places as determined through formal childcare statistics to meet existing demand, being 47 LDC places and 27 OSHC places.

The suggested placement numbers were developed using formal and informal influencing factors including working options, childcare options, trends in childcare demand, the quality of services available, existing and forecast population.

Paraburdoo Childcare Centre Requirements Report, October 2010

Through analysis, CCS estimated that the total number of places necessary is 47 Long Day Care (LDC) and 27 Outside School Care (OSC), making a total of 73 places. The requirements report also recommended a series of other considerations for the design of a childcare facility in Paraburdoo to promote flexibility, quality and functionality in a facility design, including minimum of 50m² play space per room, limiting groups sizes per room, catering for fluctuations in demand across age groups and the opportunity for night time care, with additional ancillary space for staff comfort and parent access.

Pilbara Childcare Strategy Operating Models Report, July 2011

Rio Tinto has committed to providing Childcare services and currently supports childcare provision in the Pilbara. The Operating Models Report was prepared by Complete Childcare Solutions following an assessment of potential operating models for childcare in Pilbara towns, taking into consideration particular difficulties in operating such facilities in remote locations.

RTIO's objectives in the development of Pilbara Childcare Strategy, including;

- Reliable and sustainable childcare services
- Childcare services that deliver on families' needs including flexibility, hours of operation, accessibility and provision of quality care
- Strategic funding allocation and investment.

The current operating model for Paraburdoo is a peppercorn rental and a Management Fee paid to a childcare provider, with RTIO funding operating deficits and capital requirements. The facility is licensed for 23 places, which does not currently meet requirements of the town. 1 x house is also supplied. The facility does not cater for after school care.

Five operating model options were reviewed including extension of funding to existing services, RTIO self-operate, RTIO owns property and outsource management, RTIO owns property and lease to childcare provider, RTIO gift to local community.

Following assessment, the recommended option for the Paraburdoo facility is that RTIO owns the property and lease to childcare operator.

Paraburdoo Revitalisation Master Plan

The Revitalisation Master Plan for the Town centre of Paraburdoo is a plan of town centre enhancement projects to improve the liveability and sense of community within the town.



The plan highlights a series of capital improvement projects. The site identified and planned for the proposed community hub has conflicting projects identified in the Revitalisation Master Plan.

The Revitalisation Master Plan includes informal recreation use facilities (skate park and water playground) located where community hub facilities are outlined to be located in the community hub development concept plan.

Engineering Report - Paraburdoo Sports Pavilion

The report was prepared by Kimberley Structural Consulting Engineers (KSCE) following an assessment of the Sports Pavilion to determine structural integrity of the building. The report concluded that there was damage to the facility although it did not pose any significant risk. The major load bearing elements were sound although the masonry elements had been damaged by movement and should be adequately restrained by brick ties. It was noted that there was water damage to the floor of one of the squash courts.

The recommendations within the report were at the time that no further repairs should be carried out at the time until the cause of the existing damage was determined. It was indicated that the likely cause was related to pool leaks, which have since be rectified with an upgrade to the pool. Ongoing monitoring was recommended.

No further information was provided to ABV on any works or analysis carried out to the existing Sports pavilion since the report was prepared in 2010.



5 DEMOGRAPHIC REVIEW

5.1 Shire of Ashburton and Paraburdoo Locality Demographic Overview

Sound community planning relies on being able to accurately forecast population growth.

When comparing the Shire of Ashburton and Paraburdoo Locality to WA in general, the following key comparisons can be made:

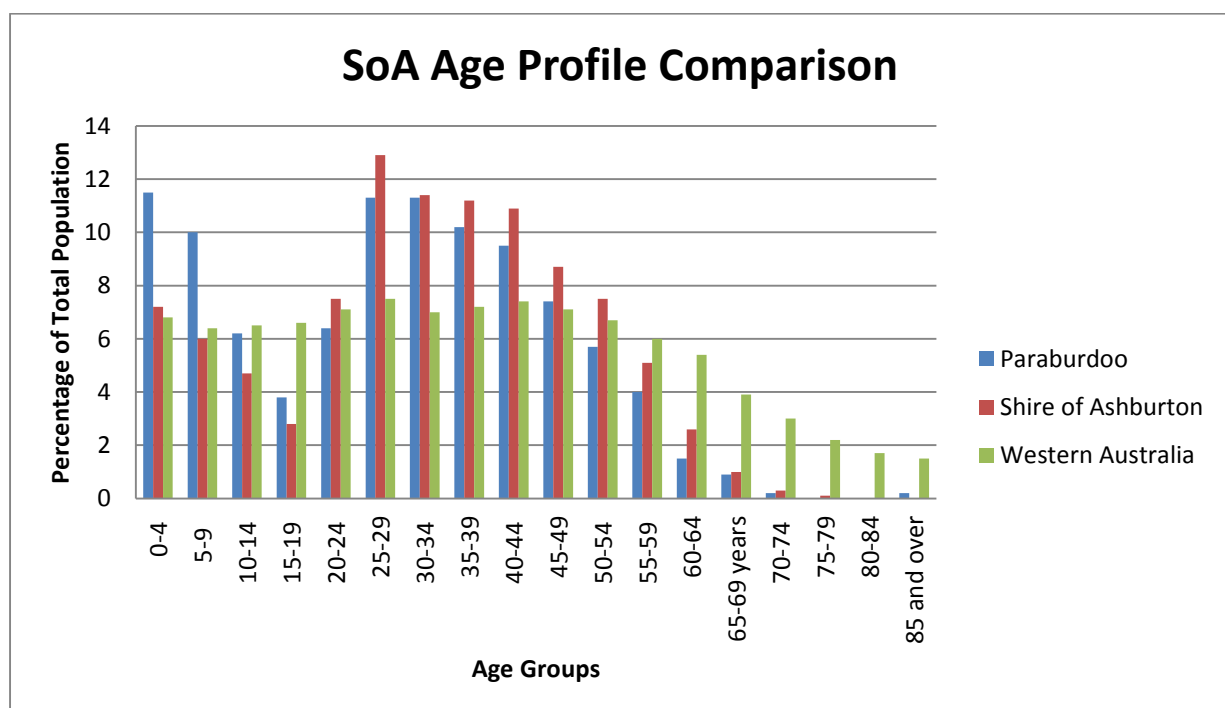
Table 1. Shire of Ashburton Demographic Overview

Category	Shire of Ashburton LGA	Paraburdoo	WA
Population (2011 Census)	10,001	1,509	2,239,170
Place of enumeration (2011 Census)*	15,057	1,694	
Indigenous Population	9.32%	9.67%	3.1%
Overseas Born	33.9%	26.2%	37.1%
Median Age	33	30	37
Median Income per person (\$ weekly)	\$1,873	\$1,668	\$662
Median Income per household (\$ weekly)	\$2,705	\$2,801	\$1415

Source: Australian Bureau of Statistics, Census of Population and Housing, 2011.

* Note: The place of enumeration is the place at which the person is counted i.e. where he/she spent Census Night, which may not be where he/she usually lives.

The following table provides a snapshot of the age profile of Paraburdoo in comparison to the Shire of Ashburton as a whole and Western Australia.



Overall, these key statistics show that the population of the Shire of Ashburton (SOA) is more affluent than the WA average. It also shows that the Shire has a significantly higher indigenous population and a younger average age. Paraburdoo however has a higher indigenous population than the Shire of Ashburton average and younger median age.

A comparison of the age group percentages highlight that the town of Paraburdoo has a significantly higher percentage of 0 – 9 year olds than the Shire of Ashburton and Western Australia, and significantly lower percentage of 60 years + age groups. In the 25 – 44 year age cohorts there is a much higher percentage of the total population in Paraburdoo in comparison to the WA average albeit in Paraburdoo, these age groups are a slightly lower percentage of the total population in comparison to the Shire of Ashburton.

5.2 Baseline Community Assessment of Paraburdoo

In 2011, URS Australia prepared a Baseline Community Assessment (BCA) of Paraburdoo for Rio Tinto, the objective being a comparison of a similar assessment undertaken in 2006 and to provide important baseline data on the short to medium term dynamics and trends within the community. As well as utilising Australian Bureau of Statistics Demographic Data, information on community trends was obtained by surveying local residents of the town.

The BCA highlighted that the population of Paraburdoo in 2006 was 1,658. Resident population has since declined with the release of the 2011 ABS Census information confirming the current resident population of 1509. The census data does not however take into consideration the number of Fly In-Fly Out workers participating in activities and accessing facilities in the town.

Population Projections:

At the time the BCA report was released, it was predicted that the population in 2011 would be 1605. Population was forecast to increase to the year 2015 due to proposed mining operations near Paraburdoo, with a slow decline from that point forward. The projected increase in population forecast was based on information provided at the time taking into consideration potential increase in mining operations in and around the town.

The population projection has not been met, with an actual decrease in population from 2006 to 2011.

Economic Profile

Key industries in Paraburdoo are noted as mining and tourism.

Planning for Change

The Baseline Community Assessment reported that the town of Paraburdoo is completely tied to the mining activities in the area, and this is recognised within the community. Population Increases are not forecast for the long term.

The report suggests that a future outside mining is not feasible and that alternative opportunities do not exist for Paraburdoo. The long term future is likely to be a contraction in population, increased difficulty in maintaining services and a greater role for RTIO in ensuring services to a lower population base after 2015.



6 CONSULTATION RESULTS

Significant consultation with community and sporting groups was undertaken throughout the development of the Paraburdoo Community and Sports Facilities Study. Additional consultation was not requested in the development of this report and therefore findings and recommendations from the previous consultation has been reviewed and considered.

Previous Consultation

Community and Sporting Groups were requested to provide comment on their facility requirements.

Consultation included 3 x focus groups of existing Community and Sporting groups and a written survey inviting groups to provide specific information regarding their club/group structure, their existing use of facilities and their priority requirements for the future.

Shire of Ashburton and RTIO staff also provided input into the consultation sessions.

The key findings of the consultation are as follows:

In general, community and sporting groups are dissatisfied to very dissatisfied with the existing facilities available within the Shire of Ashburton. Results indicated that facilities are out-dated, in poor condition and not fit for purpose.

The following provides a summary of the survey response regarding current and anticipated membership numbers from specific community and sporting groups. It is important to note that the projected future numbers noted below are based on assumptions made by individual groups and associations.

Women's Softball Association:

Current Membership: 50 Snr female, 8 Jnr female, 5 Snr Male. Membership has increased in the past 5 years by approximately 25% and anticipated to continue to grow in next years by a similar amount.

Motorcycle Club Inc.

Current Membership: 13 Snr Male, 1 Snr Female, 3 Jnr Male, 2 Jnr Female. Membership has increased in Senior males members by 30% but reduced in all other categories. No information was provided in anticipated growth in next 5 years.

Cricket Club

Current Membership: 19 Snr Male, 3 Jnr male, 2 Jnr Female. Membership has decreased in the past 5 years by approximately 5% seniors and 50% juniors. Anticipate steady numbers over next 5 years.

Amateur Swimming Club

Current Membership: 19 Jnr Male (137% increase), 11 Jnr Female (37% increase). Anticipated growth for all categories plus growth in senior memberships.

Netball Association

Current Membership: 40 Snr Females (+33%), 5 Jnr Males (-50%), 15 Jnr Females (-25%). Anticipated growth over next 5 years.

Touch Rugby Association

Current Membership: 55 social. Anticipated to grow to 70 in future years.



Crushers Rugby League Club

Current Membership: 25 Snr Male. Expected to increase by 20% in next few years.

Iron Dragons Tae Kwon Do

Current Membership: 4 Snr Male, 10 Snr Female, 25 Jnr Male, 25 Snr Female

Anticipated to grow the Snr Female membership by 50% in future years.

Touch Football Association

Current Membership: 55 Snr Male, 20 Snr Female, 4 Jnr Male

Anticipated growth predominantly in junior membership of 150%

Junior Cricket Club

Current Membership: 12 Snr Male, 2 Jnr Female (a reduction in past 5 years)

Anticipated future growth to 30 Jnr Male and 10 Jnr Female in next few years. The club is confident that access to club facilities will improve club numbers.

Saints Football and Sporting Club Inc

Current Membership: 60 Snr Male (+20%), 9 Snr Female (+50%), 35 Social members (-12%).

Expected increase in junior membership into the future and increase in social membership if club rooms available.

Men's Softball Association

Current Membership: 24 Snr Male (-40%), 4 Jnr Male (-20%).

Anticipated reduction in numbers over next five years due to FIFO workforce.

Bellydance

Current Membership: 6 Snr Females

Anticipated future numbers: 20 Snr Females, 20 Jnr Females

Noted, not other formal dance classes in town.

Squash Racket Club

Current Membership: 35 Snr Male (+16%), 10 Snr Female, 7 Jnr Male (+40%), 3 Jnr Female (-40%), Social (+33%).

Anticipated future numbers are substantial increases if facilities are improved.

Bowling Club

Current Membership: 40 Snr Male (-9%), 22 Snr Female (-8%), 28 Social (+40%).

Anticipated minor growth in active members in next 5 years.

Run Club

Current Membership: 1 Snr Male, 10 Snr Female

Anticipated significant growth in next 5 years based on conducting greater number of events.

Paraburdoo SSAA

Current Membership: 20 Snr Male (+100%)

Anticipated growth of 33% + introduction of Jnr Male membership

Junior Football Club

Current Membership: 76 Jnr Males (+26%), 15 Jnr Female



Anticipated 46% increase in Jnr Male Membership and 100% growth in Jnr Female.

Men's Shed (New club)

Current Membership: 42 (+425%) in past 2 years.

Anticipate growth in men's participation and senior Female Participation

Lifestyle Centre

Current Membership: 80 Snr Male +(14%), 30 Snr Female

Anticipated growth of over 100% in each category in next 5 years.

Toy Library Association

Current Membership: 28 (+55%)

Anticipated future membership: 20 (28%). This is based on the transient nature of the town.

Sunshine Playgroup

Current Membership: 44 (+41%).

Anticipated future membership: 55 (+10%).

Air-conditioned venue will make a difference to numbers. High number of 0-4 year olds in town, which is age group programs are aimed at.

Groups were asked to provide feedback on their existing and proposed future use of facilities, existing membership numbers and anticipated future membership and what the club sees as priorities for future facilities required.

Common themes existed in the responses. Current facilities are out-dated and not fit for purpose. The facilities are not well maintained with clubs and groups facing regular issues with the quality of the facilities (surface of playing grounds, air-conditioning, facilities not readily available) lack of access to facilities, cost of use, security and lack of storage space. Access to meeting room space for committee and club meetings was problematic.

The groups were also asked if sharing facilities was an option. The majority of groups indicated they would be happy to share facilities. The few that felt it was not possible to share were generally those that had very specific requirements (Shooting Club) and requirements based on equipment use of secure facilities not accessible through general access (Men's Shed).

7 RELEVANT INDUSTRY TRENDS

7.1 Community Hubs

Parks and Leisure Australia (WA branch) released a working document to provide a reference point and establish benchmarks for the provision of new community infrastructure development within existing or new development areas. It is acknowledged in the document however that regional rural areas and towns will have pockets of community provision that cannot be aligned to population benchmarks; therefore, the full extent of provision is unlikely to be financially viable. Within these areas, it is essential to establish the need of the community on a case by case basis.

The Benchmarks for Community Infrastructure, PLA WA categorises Community Hubs as:

Community Hubs are conveniently located public place that are recognised and valued in the local community as a gathering place for people and an access point for a wide range of community activities, programs, services and events. They can be a single building or several buildings with



*associated outdoor social meeting areas within close proximity that can form an accessible services and activities linked to other activity areas in order to share resources, audiences and target groups.*⁴

PLA WA embraces the concept of community hubs that:

- Provide for a compatible range of services/functions that are co-located.
- Provide facilities used by a diverse range of community organisations, agencies and groups on both permanent and casual basis.
- Provide opportunities for the co-location of key service delivery such as childcare, aged care and library services.
- Are located within or close to population centres and in close proximity to public transport.
- Are economically viable and provide opportunities for community partnerships where resources are shared and efficiencies can be demonstrated.

7.2 Regional Community Leisure Trends

Over the last decade ABV has participated in a variety of projects in regional WA. During this time a range of factual and anecdotal evidence has emerged through consultation with various local governments, regional community, sport and recreation groups, regional DSR staff, community members and other stakeholders.

A synthesis of this experience is provided here as a snapshot of the sport and recreation scene within the context of regional WA.

The trends and information provided here are generic in nature but in general appear to have strong relevance to the Shire of Ashburton.

Societal

- There is increasing recognition of the importance of community leisure, sport and recreation in regional communities to bring people together and improve community cohesion, social capital and resilience.
- In regional communities, sport and recreation providers are typically volunteers. For various reasons (e.g. fly in fly out (FIFO), 12 hr shifts, volunteer burnout, compliance obligations) the number of people available to offer their services is diminishing.
- With changing work patterns, there is often growing demand for casual participation opportunities free of obligations. This trend is accentuated in mining communities.

Note: An emerging trend is being reported in recent news articles (e.g. <http://www.themorningbulletin.com.au/story/2010/10/16/why-12-hour-shifts-are-cancer-to-mining-towns-miss/>) about some mining companies returning to family friendly 8 hour shifts due to wide recognition of the negative effects that 12 hour shifts have on community life. Should this trend towards family friendly shifts continue in a significant way, regional mining communities would likely benefit from a greater number of workers being able to be involved in community life.

- There is growing trend towards employment of local government community development and sport and recreation personnel to support/provide programs and services. “Experiences

⁴ Benchmarks for Community Infrastructure, A PLA Working Document, March 2012.



in Western Australia and throughout the world have reaffirmed the importance of dedicated salaried positions to coordinate and support community development efforts⁵”.

- Smaller local governments typically have greatest need for external funding for sport and recreation programs / facilities. However, they often have limited available capacity to source, administer and acquit funding. Ongoing reliance on external funding is a significant frustration for local governments¹.
- A reduction in community programs and sport and recreation opportunities for youth is believed to contribute to an increase in juvenile crime and antisocial behaviour in regional communities.
- Cultural issues are an important consideration for sport and recreation in regional and remote communities, especially those with high indigenous populations. Unless properly accounted for, feuding and other family conflicts can impact negatively on the effective conduct of sport and recreation programs.
- Transient communities may experience reduced ownership of community sport and recreation programs.

Participation

- There is an increasing trend of participation in non-traditional recreation by youth e.g. active recreation, ‘electronic’ recreation etc.
- Growing awareness of the need to engage people who do not traditionally participate in sport and recreation e.g. people with disabilities, teenage girls, culturally diverse groups. Greater need to offer opportunities to capture imagination and interest.
- With populations impacted by FIFO, irregular work patterns and transience etc. there is often difficulty coordinating programmed events. There is a growing trend towards more casual options requiring small groups of people and minimal coordination.
- Physical activity participation levels in the more remote parts of a region may be even lower than the regional average (perhaps due in part to limited available community development, sport and recreation personnel, volunteer numbers and quality of facilities).
- Transportation is a significant impediment to participation in regional areas, emphasising importance of footpaths and cycle paths leading to facilities.
- Growing recognition that participation in community programs and sport and physical activity can have positive impact on educational outcomes, school attendance, juvenile crime, antisocial behaviour, population health etc.

Facilities / Infrastructure

- The cost to develop community, sport and leisure facilities has escalated rapidly in recent years however with the recent economic downturn this appears to have stabilised for the short term. Despite the stabilisation of construction costs, buildings costs are still very high particularly in regional and remote locations.
- The maintenance backlog with sport and recreation facilities continues to rise (recently estimated as \$1.75 billion in WA). With building cost escalations and trade shortages the cost to keep existing facilities alive in regional areas continues to grow rapidly.

⁵ Tania Wiley and Ann Larson (2008) A Review of the Effectiveness of Community Development Officers in the Murchison. Geraldton, WA: Combined Universities Centre for Rural Health.



- Local governments are increasingly considering co-location of community facilities as a more financially sustainable option.
- By necessity, several regional local governments are introducing innovative strategies to address climate change / water shortages etc.
- The design and development of facilities that can be configured to meet the variety of different needs and uses.
- The design of community meeting and social spaces within sports and leisure facilities.
- Consideration of energy efficiency and environmentally friendly features within the design of sports and leisure facilities.

7.3 Physical Activity Participation Trends

The following physical activity participation trends are on a national level and are provided to show general trends in sport, leisure and recreation.

Regional communities do not have the population base to support many of the activities listed in state and national participation rates. Furthermore, regional trends are much more heavily influenced by local factors, not least of all including the availability of facilities, climatic conditions, the presence key community organisers, and local socio-economic factors such as the challenges of long mining shift work hours. Participation in sport and leisure pursuits in rural communities can be cyclical depending on a range of circumstances; therefore, the key for Shire planning is to provide facilities that are flexible in use.

The following national sports and physical activity trends are as follows:

7.3.1 Adult Physical Activity Participation

Research over the past five to ten years indicates that Australians are gradually lifting their physical activity levels. This correlates with the strong emphasis government and health organisations have placed on increasing physical activity levels as a means for reducing obesity and its related illnesses.

The Exercise, Recreation and Sport Survey (ERASS) has been conducted by the Standing Committee on Recreation and Sport, Australian Government, annually since 2001, with the 2010 report being the latest release. ERASS collects information on the frequency, duration, nature and type of physical activities that are participated in by persons aged 15 and over with 21,603 surveys across Australia being collected in 2010.

Key findings of the various forms of physical activity are provided below.

Any Physical Activity

- An estimated 82.3% of the population participated in any physical activity in the 12 months prior to the survey, a rise of 6% from 2001 (77.8%).
- The median frequency for participation in physical activity was 2.5 times per week, with women having slightly higher participation frequency than men. This is a significant increase on 2001 levels of a median frequency of 1.9 times per week



- The regular participation rate (three times per week or more) for any physical activity is on a gradual upwards trend. The regular participation rate in 2010 was 47.7%. This is a significant increase of 28% from 2001 levels (37.2%).
- The regular participation rate for any physical activity among persons living in capital cities was slightly higher than for those living in the rest of the state (49.2% and 44.9% respectively).
- In both geographic areas, regular participation was higher for females than for males, reflecting the national pattern.

Implications for this data is that regular physical activity in general is increasing significantly, thus future facility planning will need to ensure appropriate levels of public open space and recreation facilities are provided for the community as the population grows.

Non Organised Physical Activity

- The regular participation rate for non organised physical activity in 2010 was 38.5%. This is a significant increase of 38% from 2001 (27.9%).
- Women had higher participation in regular non organised physical activity (41.5%) than men (35.3%)
- Regular participation in non organised physical activity gradually increased with age peaking at 55 – 64 years among women and 65+ among men.
- The top 10 non organised physical activities in 2010 (total number of participants) were walking, aerobics/fitness, swimming, cycling, running, bushwalking, tennis, golf, weight training, and fishing. Of these, walking, running and cycling are experiencing strong growth in participation.
- Regular participation rates in non-organised physical activity were slightly higher among people living in capital cities than elsewhere (39.9% and 35.9% respectively).

The message for increasing physical activity appears to be reaching the community and it is important to ensure that recreation facilities are accessible to the public for casual / informal use.

7.4 Trends in Childcare Provision

The following trends were a snapshot of trends perceived relevant to the Shire of Ashburton, obtained through general internet research.⁶

Child Care is Now Early Education

Child care centres have mostly transitioned to centres for early education, where young children are involved with early learning. The trend to learning centres is partly due to high parent and school expectations; it's also attributable to research that shows that children are capable of learning early academics and other skills that previously were not taught until later. Care centres often offer formalized early education curriculum, and staff receives extensive training in instruction geared for pre-schoolers.

⁶ Childcare.about.com and ACECQA.com.au



Corporate Child Care is Raising Quality Bar

Corporate child care is raising the bar in terms of quality child care. An increasing number of companies are either offering (or considering) in-house child care centers as a perk for attracting and retaining top employees. In addition, more companies are partnering with child care centers to offer discounted rates or even special hours for employees. Some developers are even focusing on including a child care facility as part of master planning of new areas, knowing that having a quality child care center nearby will make the area more desirable for both employers and employees alike.

Technology is Changing Provider/Parent Connection

An increasing number of facilities offer parents the peace of mind of being able to check on their child while at daycare as desired through video streaming of classroom activities throughout the day. Other providers regularly take photos of children and send to parents, post daily or weekly blogs or e-newsletters online for parents to view, or even exchange emails or text messages throughout the day. The technology provides parents and providers with another tool for staying "in touch" and bonding with activities and events planned for youngsters.

Child Care is Becoming Safer

Increased security concerning picking up of children, additional background checks and screenings on prospective employees, and more surveillance and monitoring (both overt as well as the covert varieties) are helping to increase safety. Training and more thorough checklists is also helping to keep children safer.

Communications Are More Frequent, More Useful

Child care providers are using a variety of tools to provide parents with ongoing information about their child's day. Some providers create websites where they post monthly menus, weekly day-by-day activities, and even behavioral reports. Others provide parents with a daily update that is then emailed.

After-School Programs and Care Provide Child Care Flexibility

Choosing a quality after-school care program can have a tremendous impact on children's academics, self-esteem and overall happiness. Many daycares transport school-aged children from school back to the center, provide a healthy snack, and then start kids on their homework, so that it is mostly done by the time parents arrive.

8 NEEDS ANALYSIS AND PROPOSED PROVISION

The community facility requirements and implementation strategy recommended in the Community and Sports Facility study was developed following consultation sessions with existing community and sporting groups, and the completion of surveys.

Further analysis of existing use, proposed future use based on the consultation results, combined with a more detailed analysis of opportunities for use of existing facilities, standards for provision and consideration to the future population forecasts will provide a more accurate assessment of the actual need.

Consideration must also be given to the ongoing sustainability of any new facility development. The development of any new or replacement facilities must be financially viable to not only construct, but to operate and maintain for the lifespan of the facilities.



8.1 Current Facility Use

The following table summarises the existing use of the current facilities. The information below was determined through the previous consultation undertaken through the development of the Paraburdoo Community and Sports Facilities Study. The attached table is only inclusive of the facilities that have been recommended for replacement or redevelopment in the Community Hub Concept Design.

Community / Sporting Group	Main Oval			Main Oval Toilets/Change Rooms			Sports Pavilion			Ashburton Hall			Karingal N/hood Centre			Swimming Pool			Top Oval		
	A.M	Afternoon	P.M	A.M	Afternoon	P.M	A.M	Afternoon	P.M	A.M	Afternoon	P.M	A.M	Afternoon	P.M	A.M	Afternoon	P.M	A.M	Afternoon	P.M
Women's Softball															M						
Saints Football & Sporting Club																					
Junior Football																					
Touch Rugby Assoc																					
Crushers Rugby League																					
Run Club																					
Lifestyle Centre																					
Amateur Swimming Club																					
Cricket Club		S																			
Junior Cricket Club																					
Men's Softball																					
T-Ball Assoc															M						
Tae Kwon Do																					
Sunshine Playgroup																					
Early Years Group																					
Belly Dance																					
Netball Association																					

S = Summer Only
M = Meetings
Mth = Monthly
I = Irregularly

Whilst not all users of every facility are shown above, the table does indicate that the use of the Sports Pavilion and Ashburton Hall by Sporting and Community groups is negligible. The Sports Pavilion is not utilised for indoor sport competition and is in general utilised for Tae Kwon Do, playgroup and meetings only. From a programming point of view, there are only 3 regular users of the facility. The consultation results discussed previously in this report did not identify any anticipated additional future uses of the sports pavilion.

The concept plan for the Paraburdoo Community Hub includes the provision of purpose built playgroup facilities. With the playgroup being one of the regular users of the indoor sports pavilion, the construction of a purpose built playgroup room in the new community hub, this will further reduce the use of a sports pavilion.

There is an opportunity to modify the proposed community hub development with consideration to reducing the capital outlay and provide a greater opportunity for use of existing facilities.

8.2 Facility Provision Standards

The following benchmarks have been established by Parks and Leisure Australia⁷. The development of such standard benchmarks are for the purpose of addressing a gap within the leisure industry in Western Australia by providing a reference point for the provision of new community infrastructure development within existing or new development areas. It has been developed through extensive research conducted across Australia, New Zealand, USA, Canada and the UK and workshopped by industry professionals.

⁷ Benchmarks for Community Infrastructure, A PLA Working Document, March 2012

However, the publication is a guide and needs to be seen in the context of a number of changes to the strategic planning, policy and legislative framework in Western Australia.

Regional Centres are considered to exhibit similar requirements to that of Metropolitan Perth. As regional centres, they have traditionally been the focus of sport, leisure, recreation and social community infrastructure, serving a broad regional catchment. As such it is anticipated that the extent of community facility infrastructure in Regional Centres will be determined by their strategic position, rather than through the use of population benchmarks. The benchmarks are therefore to be used as a checklist for establishing the appropriate mix of community facilities to service a wide catchment.

The table below represents the provision standard benchmarks for facilities considered within the Community Hub Concept Plan.

	Facility	Description	Provision Standard
1	Play group	Diverse activities for child carers which include baby groups and first time parents, toddler playgroups, three to four-year old playgroups, fathers' groups, children with a disability, grandparents groups, home playgroups and Supported playgroups. Generally integrated within neighbourhood or district community centres (reference 8 and 9 below).	1:4,000 – 6,000 (integrate within neighbourhood or district community centres)
2	Outside school hours care	Outside School Hours Care services provide care before and/or after school and/or during vacation time. Some services may also provide care on pupil-free days during the school term.	1:4,000 – 6,000 (to be incorporated within long day care or on school sites where possible)
3	Child Care Centre	Child Care Centre (Long Day Care) 0-4 year olds	1:4,000 – 8,000
4	Occasional Care	Occasional Care Centre (OCC) is a centre-based form of child care. OCC can provide care at short notice and immediate emergency care. It is generally operated out of long day care facilities usually by private sector providers	1:12,000 – 15,000 (in rural areas standard would be lower). To be incorporated in day care centres or community centres
5	Neighbourhood Community Centre	Small local meeting rooms and activity spaces that can be used by local organisations for activities such as dance, fitness and outreach work. Various gross floor area configurations of approximately 300m ² to serve immediate community.	1:5,000
6	Indoor Sport and Recreation Centre (generic)	A multi functional, sport recreation and community meeting place. A minimum 3 court facility (with ancillary changing room space including ancillary storage, café, offices, reception, changing, gymnasium/fitness component etc). PLA WA does not support the development of single sport hall facilities due to their lack of viability and poor return on investment.	1:50,000 – 100,000
7	Aerobics/Fitness/Gym (Local Government)	Private or public facility providing general fitness opportunities. Generally provided within a leisure centre or through a variety of commercial operators. Leisure Centre developments should only be developed where a gap has been identified in the market.	
8	Sports Space	Generic open space for the provision of grass sporting	1:4,000 5,000



		infrastructure that can be flexibly used to incorporate seasonal variations in sporting use. A minimum provision of 205m x 175m north to south (3.5ha) is advocated by PLA WA to meet the needs of the sporting community, and maximise the financial viability and use of the infrastructure. They must incorporate floodlighting to a minimum of Australian Training Standard. Facility will provide for a combination of oval and rectangular pitch provision with shared pavilion. Sports will be identified based on local demand.	Multiples of the standard may be used where a centrally located facility is provided to service a higher density population.
	8a. AFL ovals*	Oval grass pitch provision (Adult is 165m by 135m) north to south with 5m run-off. PLA WA seeks to develop infrastructure in accordance with the recommendations contained within the WA State Strategic Facilities Plan for Australian Rules Football	3: 15,000 with at least one oval being capable for supporting a senior football game
	8b. Rugby Union/ League*	Rectangular Grass pitch provision preferred dimensions of 100m by 70m (rugby league) and 156m x 70m (rugby union).	Area/location specific.
	8c. Diamond pitch sports*	Diamond shaped grass pitch facility requiring pitch boundaries of 98m with 122m striking outfield (baseball) and 91.44m (softball).	1:8,000 – 10,000 – youth 1:15,000 – 20,000 – adult
	8d. Soccer pitches*	Rectangular Grass pitch provision (Adult 90-120m by 45-90m) small sided game for 6-12 age range varies from 30 by 20m to 60 by 340m.	1:3,000 to 4,000 depending on demographics
9	Netball Courts	Indoor and outdoor hard flat surface requiring 30.5m by 15.25m with minimum run-off of 3.05 or 3.65 between courts. Development for an Association requires consolidation of at least 16 courts on one site for the purpose of running league matches and festivals	1:3,000 – 4,000 (outdoor) for training purposes.
10	Basketball courts (indoor and outdoor)	A flat hard surface 28m by 15m free from obstructions. Indoor provision requires 7m internal ceiling space required. Minimum run-off 2m.	1:3,000 – 4,000 (outdoor)

The table highlights that although regional areas need to be considered against its location in comparison to neighbouring towns and the demographic profile, that various recommended facilities for Paraburdoo are in excess of industry benchmarks. In particular, PLA WA does not support the development of single sport hall facilities due to their lack of viability and poor return on investment.

It is however important to note that smaller regional towns, due to location, climate, distance from other towns (and therefore facilities) and demographic mix do in many cases require community facility infrastructure to be developed at ratios greater than standard benchmarks.

There is however a requirement for facilities that are capable of accommodating multiple users and uses to enable sustainability of the facilities into the longer term.

8.3 Provision Comparison of Other Regional Towns

The following provides a snapshot of the provision of community infrastructure in other smaller regional areas to use as a comparison:



	SPORT / FACILITY				
	Popn	Community Centre / Recreation Centre	Clubhouse	Tennis/Netball / Basketball Courts	Oval
Shire of Northampton	3,541				
Northampton		No	Clubhouse with function area, kitchen and bar. Adjacent to oval	2 basketball / Netball courts with lighting 6 Tennis	Yes. Competition standard lighting
Kalbarri		No	Shared function and change rooms	4 Tennis Courts 2 Basketball / Netball courts. Poor lighting	Yes
Shire of Toodyay	4,329	No	Yes, multiuse	Four synthetic courts	Oval suitable for Football and Cricket with floodlighting fully reticulated.
Shire of Waroona	3,772	Recreation centre has three courts catering for squash, badminton, indoor hockey, cricket, netball, basketball, volleyball, gymnastics, tennis and karate	2 x club (1 Cricket, 1 x Football)	5 Bitumen Hard courts	1 x Cricket, 1 x Football
Shire of Merredin	3,362	2 Indoor Multipurpose Courts	Multi-use Change rooms	8 grass, 6 hard tennis courts 4 outdoor basketball/netball courts	1 Full size oval 1 Cricket/hockey oval
Shire of Exmouth	2,424	Single hall with bar, kitchen and function room, mainly hired to sporting bodies for social functions, 4 Squash courts	Multi-use Change rooms	Four synthetic courts with lighting; clubhouse with function area and bar etc Two paved netball courts in poor condition with lighting	Oval with Change Facilities adjacent to indoor hall. Main oval for football, cricket and softball
Shire of Halls Creek	3,349	Meeting Room and Change Room adjacent to pool	change room facilities and grandstand	2 basketball / Netball courts with lights	Oval for soccer, touch, cricket and Aussie rules football; high quality lights

This table shows that the provision of multi-use club house facilities with associated function and kitchen facilities are common practice in regional local Government areas. Ovals are in most cases multi use and are generally provided with adequate lighting. The provision of indoor court space is varied amongst local government and the type and strength of various sporting clubs utilising space in each area must be considered.



9 ANALYSIS OF NEED

The information available from previous studies and consultation undertaken for Paraburdoo, a review of proposed population projections, and a review of industry trends and benchmarks highlight that some of the facilities identified to be developed within the concept plan for the Paraburdoo Community Hub are above community need.

Below lists the original community facility recommendations identified within the Paraburdoo Community and Sports Facility study, with commentary providing analysis of the need following a review.

Original Recommendation		Revised Analysis of Need
Shared Use Sports Club:	To include toilet/change room amenities, equipment stores for clubs, canteen/kiosk facilities, administration / meeting space, general store, function space, patio/BBQ area and spectator seating.	Existing sporting groups utilise the main and top oval on a regular basis. The provision of multiuse club room facilities that include change rooms, function/meeting space, storage and first aid with spectator seating and general improved amenities for socialisation is considered appropriate for the number of groups and the population for the town.
Community Recreation Centre:	1 x Indoor sports court, 2 x squash courts, Administration offices, Toilet/Change amenities, Club store rooms/ Toy Library	The requirement for an indoor sports court in the new development is not substantiated in the analysis of need. If additional activity space can be accommodated in the function area of the new facilities, playgroup facilities and an upgrade to Ashburton Hall, all existing users can be accommodated. New squash courts are seen as appropriate to be considered within the new community hub development as the existing facilities are badly damaged.
Extension of existing change rooms building on Main Oval:	To include equipment stores and public toilets.	The inclusion of new club room facilities with change room will negate the need for this extension. The new change facilities will be more than adequate.
Main Oval Upgrades:	Improved playing surface and floodlighting.	Required to improve the general playing amenity in both the short and long term.



Top Oval Upgrades:	Floodlighting, softball diamond with permanent back net fencing, Permanent goals for rugby codes.	Required to improve the general playing amenity in both the short and long term.
Swimming Pool Upgrades:	Upgrade change room/toilet facilities, club room for swimming club.	Required to improve the general amenity in both the short and long term.
Ashburton Hall Upgrades:	Upgrade heating and air-conditioning, Upgrade back of house facilities, Upgrade stage lighting, Upgrade outdoor BBQ area, Install shutters on kitchen serveries.	Required to accommodate additional user groups, particularly if the indoor sports pavilion is not upgraded or replaced.

The inclusion of an indoor sports court to replace the existing sports pavilion is seen as being in excess to community need. The facility is not utilised for indoor sports and is in general used on a minimal basis by Tae Kwon Do, Sunshine Play group and for some meetings. With the inclusion of a purpose built playgroup facility and additional function and meeting that can be utilised as programmable spaces, there is no established need for a newly constructed indoor pavilion space.

Clarification on the future of the Ashburton Hall from the Shire of Ashburton has confirmed that the facility is likely to be upgraded and will not be demolished if the Community Hub as it currently stands is constructed. Existing users of the indoor sport pavilion can be accommodated in the newly constructed community hub facilities within the multipurpose / function space if designed and constructed appropriately or the Ashburton Hall which will be more suitable with a minor refurbishment.

10 CONCEPT REVIEW

Concept designs were developed by Roxby Architects following receipt and review of a number of reports commissioned to determine community need and suitability of current facilities. The Community Hub Concept was initially based on the identified requirements outlined in the Paraburdoo Community and Sports Facilities Study and the Childcare Demand Assessment. It was further developed throughout the concept design process as facility requirements were further explored and refined by Council.

10.1 Site

The precinct is centrally located and is in proximity to the existing shopping complex, car parking, school, and playing surfaces (oval and courts).

The planning of the site and proposed location of facilities included consideration to the existing main oval and the existing pool and plant that are to remain in their current locations.

ABV undertook a review of the proposed Paraburdoo Community Hub facilities, with particular emphasis on consideration of the manageability, sustainability, and suitability based on consultation results.



Shire of Ashburton - Paraburdoo Community Hub



Site Aerial View - As Existing



10.2 Community Hub Concept

The potential for redeveloped community facilities and decommissioning existing less functioning facilities to form a Paraburdoo Community Hub presents many opportunities to collocate facilities and functions in one location. This presents further opportunities for minimising duplication of facilities such as car parks, toilets, change rooms, entry / foyer, reception, café/kiosk and staff office administration areas.

Childcare Facilities

The childcare facilities that have been designed within the community hub are based on a demand assessment undertaken and the design elements that have been incorporated are based on specialist expertise provided by childcare facility design consultants. The childcare facility design provides the requirements for the number of placements determined through the childcare demand assessment work undertaken by Complete Childcare solutions. The childcare facility design is deemed to meet the determined community need and provides for existing shortfall in childcare placements and the provision of out of school hours care (OSHC) which is currently not offered. The proposed location is close to the remainder of the community hub facilities and within proximity to the local Primary School making it accessible for OSHC.

The facility also needs to be safely accessible from the car park, which has been accounted for in the design.



It was also noted through consultation with Shire of Ashburton and RTIO staff that childcare is an immediate need and can be considered as a forward package or first stage to the overall project to enable early progression.

Neighbourhood Centre

The neighbourhood centre development includes a purpose built playgroup building, purpose built toy library, purpose built Op shop, health services area and meeting space.

Playgroup

The purpose built playgroup room is considered suitable for a standard playgroup session of approximately 25 and would comfortably cater for the existing playgroup's usage. The Playgroup currently utilise facilities one day per week for 2 hours.⁸ Whilst having a purpose built facility will enable future growth for the playgroup and provides socialisation and community engagement for the parents, it may be necessary for this facility to be accessible for other uses throughout the week to justify the capital outlay and ongoing maintenance costs of the facility.

Toy Library

The existing Toy Library is utilised once a week by approximately 10 participants. It may be possible to include an additional room as part of the playgroup development to house the toy storage and utilize the main playgroup area to operate rather than a separate additional facility within the neighbourhood centre.

Combining these 2 facilities will reduce the building footprint, promote multiple uses for the facilities and will reduce the initial capital outlay and ongoing operating costs.

Health Services Suite and Op Shop Requirements

The background material provided to ABV did not include any information pertaining to the requirement for Health Services and an Op Shop. It was however noted in discussion held with Shire of Ashburton staff and RTIO that these facilities are required.

Whilst nominated on the plan as designed for specific purposes, the Health Services section of this building includes 3 x office spaces have been designed so that they can be utilised for multiple purposes.

External door for the counselling suite is advantageous and considered best practise.

Meeting Room and Reception Space currently proposed

The meeting room located within the Neighbourhood centre is assumed to replace the existing facility at Karingal Neighbourhood Centre. Additional meeting space is provided for in the proposed Multipurpose Sports Hall and Sports Club Facility Development/s.

The Neighbourhood centre meeting room does not have access to toilet facilities other than through the Health Services area. Access to the meeting room after hours will be restricted unless the Health Services area remains accessible for toilet access. This is not ideal and if booked separately to the Health Services requirements, would not be able to support the meeting. The neighbourhood facility in general does not have accessible toilets other than those confirmed within the Playgroup and Health Services section.

There is a Universal Access toilet with access only via an external doorway located to the back of the building.

⁸ Community Survey responses from Sunshine Playgroup.



Reception/Circulation space

Without a nominated formal reception to the Health services suite in the design, the reception area is identified as circulation space for the op shop and toy library. If the toy Library and Playgroup were combined, the level of circulation space currently proposed will not be necessary.

Pool Amenity Building

There is identified need to improve the pool amenities building to provide new/improved toilets and change rooms for the aquatic facility. The existing concept design does provide for a much improved amenities building and also includes a kiosk facility to service the aquatic facility. The change rooms/amenities have been assessed as adequate in size and functionality for the aquatic facility.

Consultation with Shire of Ashburton staff has indicated that there are times where the pool manager/supervisor is operating the facility by themselves.

At those times, the Pool Supervisor may be required to operate reception, provide general pool operations duties (water testing etc.), supervise the pool and service the kiosk. The current concept design does not allow for the kiosk and reception to be operated jointly, nor does it allow for any passive pool supervision from the Pool Managers/Administration block. It would be prudent to consider the relocation of the kiosk to within a closer proximity to the reception/administration office to enable joint operations when required thereby reducing ongoing operational costs. The current design requires separate kiosk staff to operate the kiosk at the pool at all times the kiosk is open. This would require additional staffing and therefore greater ongoing operational costs. It would be beneficial for the design to allow for operation by admin/reception staff or the possibility for it to have specific kiosk staff at peak periods.

The administration/reception desk in the concept design does not allow for the pool operator to have visual site over the pool if serving at the reception desk when operating alone. This poses a risk for pool operations. The design also requires customers to enter into the reception area and then exit to access the pool area rather than flowing through. The design does not allow for passive viewing from the reception/administration or Recreation Manager's office over the pool or the indoor court.

Swimming Club Facilities and Storage Space Building

The swimming club has a current membership base of 19 Jnr Male, 11 Jnr Female. Although anticipated to increase in the coming years, it is recommended that the sports club facility proposed be modified to allow access by the swimming club as joint use, rather than a full separate club facility for the individual club. If located appropriately, this could also be used to conduct swimming club events.

Storage for community and sporting group equipment is a common need in communities, and Paraburdoo is no exception as storage has been identified as a major issue for most of the community and sporting groups in the town. With most groups operating their clubs on a volunteer basis, many committee/club members are storing equipment and items required to operate the club in their own homes. This can be problematic specifically when required to regularly transport equipment to and from training and match play locations for set up. It is recommended that generic storage is provided for community and sporting groups to assist in promotion of club development and reducing the onus on existing volunteers. It is however noted that storage can be



accommodated in a purpose built cyclonic rated shed like structure for a much lower capital cost than currently proposed in the facility design.

Sports Club

The development of a shared club room facility is strongly requested and supported through the consultation conducted with the groups. Access to toilets/change rooms for activities held on the Main Oval and space for clubs to socialise during and after training and matches was identified as a high priority. Most of the clubs were open to sharing facilities if made available. The proposed Sports Club location in the concept design allows for sharing predominantly by oval users.

The level of function and meeting space provided for in the design is suitable if it was the only function room space within the Community Hub. However, there is duplication of provision within the multipurpose sports hall building. As there is also an existing function capacity at the nearby bowling club, this is an excessive number of like facilities for the existing and future projected population for the town.

Considering there is additional function facilities currently utilised by some existing groups located at the Bowling club, the number of proposed spaces and capacity of each is considered greater than required for the population. An option is to provide one larger and a smaller function space to accommodate different types of functions. A smaller sports bar in the facility for general use by sports clubs and a larger space within the multipurpose sports hall will provide for sporting groups to accommodate their club requirements while additional function space is available for general community at the same time. There would be opportunity for larger functions by any of the community and sporting groups to be accommodated in the larger room.

It is recommended that combining function spaces into one or providing different capacity function spaces would be more prudent for long term sustainability.

Multipurpose Function/Activity Space

The need for multipurpose community meeting and activity spaces was highlighted throughout the analysis process undertaken by Creating Communities and confirmed throughout this review. The establishment of facilities that allow the community to meet, interact and conduct programs is considered critical to the long term development and stability of sporting and community groups.

The proposed development includes one indoor court, 2 x squash courts, function space with commercial grade kitchen, meeting space, store rooms and an administration/reception area that is proposed to double as the entry for the aquatic facility.

The squash court design will improve the amenity for the squash club and casual users of the facilities with spectator capacity areas behind the courts. Squash pennant competition typically run later at night than most centre run programs. Good design allows for this to occur without the need for centre staff to be in attendance. Provision of an after-hours access door allows for economical operation of the squash courts, particularly by the club on pre-booked club nights. The design however would only provide access to toilet facilities after the main facility operating hours via external public toilets. This is not ideal from a safety perspective.

The ideal operation is to enable use of possible after-hours activities (squash, meetings and functions) to occur by providing access to toilet amenities through design and an after-hours access door.



It is considered that the indoor sports pavilion space is excess to community need and existing users can be accommodated in the function/meeting/activity space if designed and constructed appropriately, or a refurbished Ashburton Hall. This removal of the indoor sports pavilion and the associated change room facilities from the design would significantly reduce both the capital and ongoing operational costs by providing more efficient use of existing and proposed facilities.

General

There are a number of change rooms and toilets included in the proposed facilities, particularly in the sports club and pool amenities building. Construction and servicing costs could be reduced by redesigning the location and layout of the facilities to be closer in proximity (options are next to or back to back) reducing a high cost construction component.

10.3 Key Findings and Recommendations

The facilities that have been identified to form the Paraburdoo Community Hub presents opportunities to collocate facilities and functions considered integral to the community in one location.

This in turn, presents opportunities for minimising duplication of facilities, and a centralised, single administration to manage and coordinate the facility. The recommendations for the concept design have been influenced by the intention to offer economies in construction, management and ongoing operational costs.

Key Findings

- The proposed childcare facilities are designed to meet the licensing requirements and propose good opportunity for efficient operations.
- There are duplicated function and meeting room facilities in Sports Club and Multipurpose Sports Hall, with additional meeting room space also located within the Neighbourhood centre. This is oversubscribed for the population of Paraburdoo.
- The inclusion of a sports club facility and a second club room specifically for the Swim Club is not warranted based on the existing and proposed membership numbers for the swimming club.
- The inclusion of an indoor sports pavilion is not warranted based on the current and proposed uses and is considered in excess to community need.
- There are opportunities to co-locate some of the proposed facilities to reduce the capital construction cost, improve efficiencies in management, and thus reducing the ongoing operational cost providing a more sustainable solution for the longer term.
- There are opportunities to replace proposed club storage rooms with more economical and fit for purpose storage sheds.
- A revised layout can provide for more efficient operations of the aquatic facility.
- A revised layout can provide for more centralised entrances to the facilities.

Recommendations

- More suitably located sports club rooms that can be accessible by oval and pool users under one roof line, reducing capital and ongoing operating costs.
- Change rooms for the oval and pool to be located in close proximity to enable more efficient construction method and servicing options. This provides an opportunity for major events to utilise all change rooms at one time from either the oval or from the pool.



- Removal of the indoor sports pavilion and associated change rooms from the proposed development.
- One main building to house - 2 x squash courts, sports club & change rooms, pool amenities / swim club & store, admin for pool & sports hall, neighbourhood centre and function spaces.
- Neighbourhood centre - form part of the main facility whilst still retaining a separate entrance but share ablutions, car park and roof line. This would also allow for facilities identified in the Paraburdoo Revitalisation Master Plan to be constructed as planned at a later date.
- Combine the Toy Library and the Playgroup Facility into one component of the neighbourhood centre to reduce building footprint. Current usage and anticipated future growth of both of these groups does not warrant separate constructed spaces. This space can also be utilised by the Early Years Group.
- Overall consideration to moving the pool entrance with views from administration down the line of existing pool i.e. view down pool length from reception /office /entry area. Kiosk area for the pool should also be located close to reception area.
- Proposed storage building to be replaced with more economical and viable sports store shed.
- Reconfigured car park to be more central to the entry of the revised building locations.
- Reduce function space to one larger and one smaller provision and revise the grade of kitchen appropriate to the size of the function space.

11 FACILITY OPERATION RECOMMENDATIONS REVIEW

In addition to recommended facility provision, the Paraburdoo Community and Sports Facility study report provided recommendations on management models of the facilities.

The report recommendations included:

- Sports Association Management Model for the sports club
- Shire of Ashburton management of the community centre/multipurpose sports hall

A report by CCS also provided a recommendation that the child care facility be leased to a child care provider.

There were no recommendations in the information provided to ABV Leisure Consultancy on recommendations on the management of the neighbourhood centre. It was assumed that this would be via a lease agreement.

Sports Club

The study recommended that proposed shared-use sports club facility be managed through a Sports Association mode, with a committee developed with representatives of the various sports involved. It is the view of ABV Leisure Consultancy that there are many issues and inconsistencies in this management model that would pose significant problems in its ongoing operation if employed in Paraburdoo.

Sporting codes in general have different traditional uses of such facilities. Some codes (such as senior football, some senior rugby and soccer clubs) utilise sports clubs on a regular basis and conduct all social activities at the club. It is club tradition to socialise at all training and match play sessions and in some cases, members are encouraged to access club facilities on a more regular



basis outside of set training and game time. Other clubs may only require short term access for training sessions, and would utilise kiosk and spectator areas for match play, but would likely not always utilise the club room as regularly.

There are many cases where a sports association management model has been established, with the association either becoming insolvent, dominant clubs get greater access and first choice in access making it more difficult for all clubs to access when they would like which ultimately leads to very difficult club relationship issues in some cases and various clubs withdrawing the association.⁹

The recommended changes to the concept design to reduce the number of facilities and co-locate various facility components would not support the sports association management model.

Whilst the recommended facility changes would also not support a lease to one particular club, fair and equitable access can be provided by a seasonal booking system through the shire. User agreements with specific clubs can also accommodate bar license applications with support of the Shire.

It is recommended that the facility operation is via the Shire of Ashburton, with user agreements put in place with some predominant users of the facility, with access by other sporting clubs via bookings. This would promote flexibility in use (for example, if one space was booked, the multipurpose design could allow for other rooms/spaces to be utilised in its place) and more equitable access for all users.

With such a large capital outlay required for the new facilities, Shire of Ashburton management of the facility will enable a greater focus on the ongoing upkeep of the facilities with a fully developed asset management program recommended.

The Health Services space could be accessed through a lease agreement, with joint circulation and reception spaces.

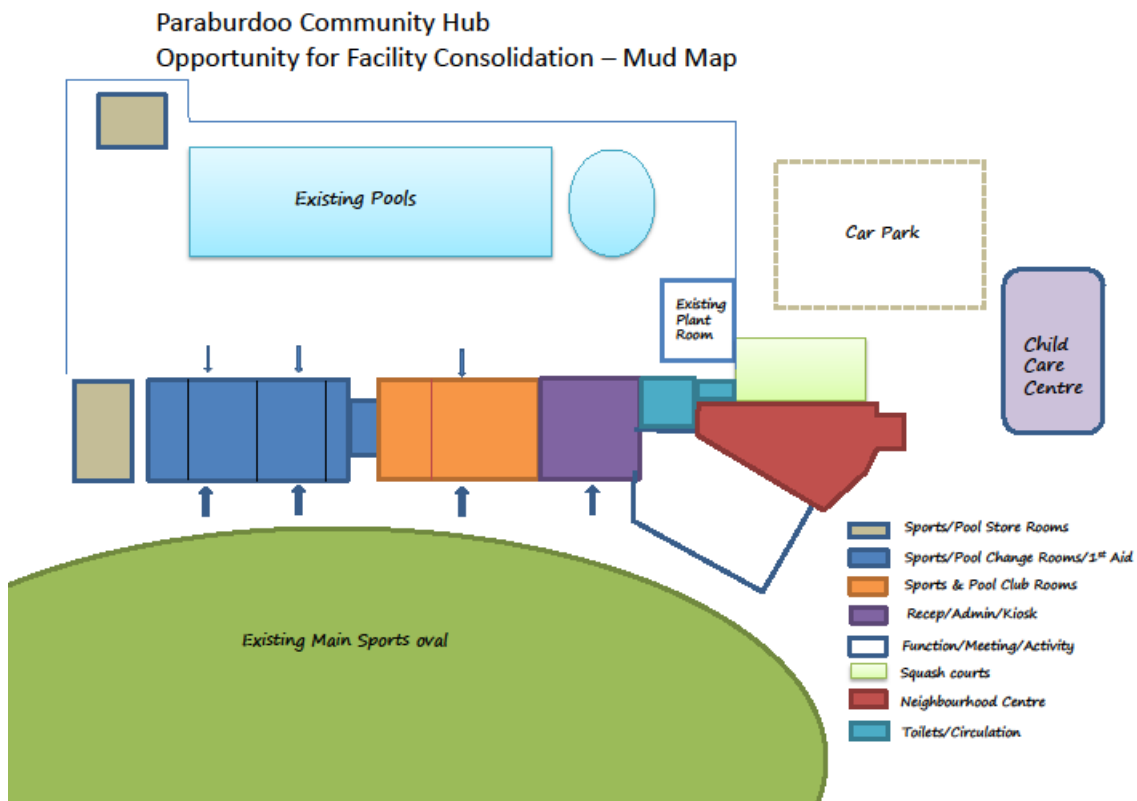
The recommendation to lease the child care facility to a child care provider by CCS is supported by ABV Leisure Consultancy.

⁹ City of Swan, Midland Sports Complex: City of Rockingham, Lark Hill Sports Complex as examples



12 REVISED CONCEPT OPTION

Based on the review of the proposed facilities and the subsequent recommendations for consideration, a high level mud map drawing outlining the recommended changes and opportunities for positioning on the facilities on the site has been developed.



13 FEASIBILITY

A 10 year high level operational cost scenario has been established for the purposes of a comparison of the existing community hub concept option and with reduced facilities as recommended in this report.

In both feasibility options, the child care is a stand-alone facility and it is anticipated that it will be leased to a childcare provider. A lease income has been provided for within the costing for the childcare, based on commercial rate of \$150 m² (current commercial rates higher). There are however, operational costs factored in for the childcare based on the square metre area. If the childcare facility is leased commercially, these operational costs may be included as part of the lessee's requirement under the lease agreement, or part paid within the agreement. However, for the purposes of the cost plan, there is both an income and expenditure item considered for the child care facility.

The costs for the facilities in general are based on high level capital cost assessments, developed on a square metre rate. No further detail has been applied in terms of construction methods, where reductions based on existing service locations may be attainable etc. Similar rates per square metre for the different buildings were applied to both cost models to provide a comparison only.

Existing Concept Plan

The following summarises the high level operating cost for year 1 completed for the original concept plan developed by Roxby Architects. The full 10 year operational cost plan is as Attachment 1. The capital cost applied the total construction of this option is: **\$20,094,553 (excl GST)**. This is inclusive of allowances for project and design contingencies, loose furniture and fittings, professional fees and an area allowance of 55%.

Item	
PARABURDOO COMMUNITY HUB CONCEPT PLAN CURRENT OPERATION	YEAR 1
Operation Expenditure:	
Resourcing	71,284
Resourcing Aquatics	212,075
Other Operating (Facilities Not including Aquatics & Childcare)	393,299
Other Operating Aquatics	193,299
Other Operating Childcare	112,352
Total Operation Expenditure	982,309
Operation Income:	
Fees & Charges	51,000
Fees & Charges - Aquatics	58,715
Leases Childcare	109,200
Leases Other	40,000
Grants & Contributions	0
Other Revenue	12,000
Total Operation Income	270,915
Net Operation Surplus (Deficit)	-711,394
Annual Net Operation Surplus (Deficit) %	-72.72%
CAPITAL REPLACEMENT	
Capital Replacement	0
Total Capital Replacement Expenditure	0

EXPENDITURE ASSUMPTIONS:

- The Operational Expenditure has been developed on a rate per square metre for the various operational costs associated with the facility. These rates are based on recent lifecycle costing analysis undertaken for a similar facility within the Pilbara Region.
- The operational analysis for the child care facility has been separated as a stand alone facility.
- The operational analysis for the aquatics components has been separated. This has been completed by applying costs to the areas identified specifically as Aquatics only (I.e Pool stores, change rooms etc) and 50% of the administration area costs as it was considered that the administration area will service both the aquatic area and other facilities as required. A higher per square metre rate was applied to the water consumption for the aquatic centre than the other facilities due to the higher requirement for this area.
- The staff resourcing costs were based on current staff rates at the Shire of Ashburton.

- A Recreation Officer (15 hours per week) will be employed in addition to existing Recreation Manager to coordinate facility operations, administer bookings, provide club development assistance and develop some programming opportunities for the facilities.
- Administration/Reception/Kiosk staff costs were split across the pool operations and general facility operations.

INCOME ASSUMPTIONS

- The Child Care facility would be leased to a childcare provider. A rate of \$150m2 per annum was applied to the lease income. This rate was recently advertised as the minimum lease income rate per square metre.
- The sports club facilities and Neighbourhood centre facilities would be leased at a peppercorn rental to a Sports Association and Community Group.
- The Health Services Component of the Neighbourhood Centre would be leased at a subsidised rental for the specific facilities.
- Aquatics income was based on figures as provided by the Shire of Ashburton.

Recommended Revised Facility Development

The following summarises the high level operating cost for year 1 completed for revised facilities as recommended within this report. The full 10 year operational cost plan is as Attachment 2.

The capital cost applied the total construction of this option is based on utilising the figures as supplied in the original concept option, reducing the square metre rates as per the recommended changes to facility provision and including combining facilities where appropriate, resulting in an estimated total capital cost of: **\$15,503,347 (exc GST)**. This is inclusive of allowances for project and design contingencies, loose furniture and fittings, professional fees and an area allowance of 55%.

The capital costs have at this not taken into consideration the construction method/s or potential savings in the co-location of change rooms services.

Please note that this information is for indicative budgeting purposes only and should not be used as the basis for making a financial commitment.



Item	YEAR 1
PARABURDOO COMMUNITY HUB	
Revised based on Recommendations	
OPERATION	
Operation Expenditure:	
Resourcing	64,204
Resourcing Aquatics	212,075
Other Operating (Facilities Not including Aquatics & Childcare)	235,711
Other Operating Aquatics	193,299
Other Operating Childcare	112,352
Total Operation Expenditure	817,641
Operation Income:	
Fees & Charges	25,000
Fees & Charges - Aquatics	58,715
Leases Childcare	109,200
Leases Other	40,000
Grants & Contributions	0
Other Revenue	12,000
Total Operation Income	244,915
Net Operation Surplus (Deficit)	-572,726
Annual Net Operation Surplus (Deficit) %	-70.40%
CAPITAL REPLACEMENT	
Capital Replacement	0
Total Capital Replacement Expenditure	0

EXPENDITURE ASSUMPTIONS:

- The Operational Expenditure has been developed on a rate per square metre for the various operational costs associated with the facility. These rates are based on recent lifecycle costing analysis undertaken for a similar facility within the Pilbara Region.
- The operational analysis for the child care facility has been separated as a stand alone facility.
- The operational analysis for the aquatic facility has been separated by applying costs to the area identified specifically as Aquatics only (2 of the 4 change rooms) and 50% of the administration area costs (considered that the administration area will service both the aquatic area and other facilities as required). A higher rate was applied to the water consumption for the aquatic centre than other facilities. From the previous concept plan, the area specifically identified as aquatic facilities only is slightly different to the original concept model.
- The staff resourcing costs were based on current staff rates at the Shire of Ashburton.
- A Recreation Officer (15 hours per week) will be employed in addition to existing Recreation Manager to coordinate facility operations, administer bookings, provide club development assistance and develop some programming for the facilities.



- Administration/Reception/Kiosk staff costs were split across the pool operations and general facility operations.

INCOME ASSUMPTIONS

- The Child Care facility would be leased to a childcare provider. A rate of \$150m² per annum was applied to the lease income. This rate was recently advertised as the minimum lease income rate per square metre.
- The Health Services Component of the Neighbourhood Centre would be leased at a subsidised rental for the specific facilities.
- Aquatics income was based on figures provided by the Shire of Ashburton
- The Recreation Officer would generate additional programming and hire opportunities by directly overseeing a larger component of the facility. This would allow for and promote more equitable access for all potential facility users. Subsequently a higher return on investment through income generation has been included in the income costs.

14 CONCLUSION

The Shire of Ashburton in partnership with Rio Tinto has developed concept plans for a proposed community hub facility in Paraburdoo. This concept plan was developed following a number of reports and studies commissioned by the two parties.

The development of a community hub in Paraburdoo is considered critical by the Shire and RTIO to create a greater sense of community, provide opportunity for existing and future residents of the town to participate in community activities and provide suitable community and sporting facilities for the town.

A critical review by ABV Leisure Consultancy of the needs analysis, the developed concept plan and the recommended operating results in recommendations that consideration be given to revising the concept option to reducing the proposed building footprint and including a greater focus on multi-use facilities and co-location of facility components to reduce capital outlay costs for the construction of the facility in the first instance and for ongoing operational sustainability into the future. The recommended changes indicatively provide for a reduction in capital construction cost of \$4.5 million and a reduction of ongoing operation subsidy of approximately \$140,000 per annum.


Providing flexible, multipurpose facilities will enable a more equitable access for all users and future proof facilities for potential changes of uses into the future.




Item	
PARABURDOO COMMUNITY HUB CONCEPT PLAN CURRENT	YEAR 1
OPERATION	
Operation Expenditure:	
Resourcing	71,284
Resourcing Aquatics	212,075
Other Operating (Facilities Not including Aquatics & Childcare)	393,299
Other Operating Aquatics	193,299
Other Operating Childcare	112,352
Total Operation Expenditure	982,309
Operation Income:	
Fees & Charges	51,000
Fees & Charges - Aquatics	58,715
Leases Childcare	109,200
Leases Other	40,000
Grants & Contributions	0
Other Revenue	12,000
Total Operation Income	270,915
Net Operation Surplus (Deficit)	-711,394
Annual Net Operation Surplus (Deficit) %	-72.72%
CAPITAL REPLACEMENT	
Capital Replacement	0
Total Capital Replacement Expenditure	0



Item	Total Over Cashflow	1	2	3	4	5	6	7	8	9	10	TOTAL
		0	0	0	0	0	0	0	0	0	0	
COMMUNITY HUB OPERATION												
OPERATION EXPENDITURE												
Resourcing	817,190	71,284	73,422	75,625	77,894	80,231	82,638	85,117	87,670	90,300	93,009	817,190
Resourcing Aquatics	2,431,202	212,075	218,437	224,990	231,740	238,692	245,853	253,229	260,826	268,650	276,710	2,431,202
Other Operating Community Hub	4,646,276	393,299	409,031	425,392	442,408	460,104	473,908	488,125	502,769	517,852	533,387	4,646,276
Other Operating - Aquatics Components	2,290,294	193,299	201,031	209,072	217,435	226,133	233,326	240,752	248,417	256,330	264,499	2,290,294
Other Operating Childcare	1,348,913	112,352	116,846	121,520	126,381	131,436	136,694	142,161	147,848	153,762	159,912	1,348,913
Total Operation Expenditure	11,533,875	982,309	1,018,768	1,056,600	1,095,858	1,136,596	1,172,418	1,209,383	1,247,529	1,286,894	1,327,518	11,533,875
OPERATION INCOME												
Fees & Charges Community Hub	602,493	51,000	53,040	55,162	57,368	59,663	61,453	63,296	65,195	67,151	69,166	602,493
Fees & Charges Aquatics	693,635	58,715	61,064	63,506	66,046	68,688	70,749	72,871	75,058	77,309	79,629	693,635
Leases Childcare	1,251,856	109,200	112,476	115,850	119,326	122,906	126,593	130,391	134,302	138,331	142,481	1,251,856
Leases Other	458,555	40,000	41,200	42,436	43,709	45,020	46,371	47,762	49,195	50,671	52,191	458,555
Grants & Contributions	-	-	-	-	-	-	-	-	-	-	-	-
Other Revenue	137,567	12,000	12,360	12,731	13,113	13,506	13,911	14,329	14,758	15,201	15,657	137,567
Total Operation Income	3,144,105	270,915	280,140	289,685	299,562	309,783	319,077	328,649	338,508	348,664	359,123	3,144,105
OPERATION SURPLUS (DEFICIT)	- 8,389,770	- 711,394	- 738,629	- 766,916	- 796,296	- 826,813	- 853,341	- 880,734	- 909,021	- 938,231	- 968,394	
CAPITAL												
CAPITAL EXPENDITURE												
Replacement Cost	-	-	-	-	-	-	-	-	-	-	-	-
Total Infrastructure Expenditure	-	-	-	-	-	-	-	-	-	-	-	-

Paraburdoo Community Hub (current proposed concept plan) - Shire of Ashburton		20-April-2013												
Item	Notes	Present Day Budget (exc. GST)	Total Over Cashflow (Incl Escalation)	1	2	3	4	5	6	7	8	9	10	TOTAL
EXPENDITURE														
OPERATION EXPENDITURE (Multipurpose Community Centre)														
Resourcing														
Recreation Manager	3.00% 1 PTE (5hrs F/N)	4,315	49,463	4,315	4,444	4,577	4,715	4,856	5,002	5,152	5,307	5,466	5,630	49,463
Recreation Officer (Required)	1 PTE (40hrs F/N)	28,319	324,648	28,319	29,169	30,044	30,945	31,874	32,830	33,815	34,829	35,874	36,950	324,648
Administration/Reception Staff/Kiosk Staff	Casual (0.25 FTE)	14,560	166,914	14,560	14,997	15,447	15,910	16,387	16,879	17,385	17,907	18,444	18,997	166,914
Cleaner	Casual	20,340	233,175	20,340	20,950	21,579	22,226	22,893	23,580	24,287	25,016	25,766	26,539	233,175
Supervisor	1 PTE	3,325	38,117	3,325	3,425	3,527	3,633	3,742	3,855	3,970	4,089	4,212	4,338	38,117
Supervisor	Casual	425	4,872	425	438	451	464	478	493	507	523	538	555	4,872
			817,190	71,284	73,422	75,625	77,894	80,231	82,638	85,117	87,670	90,300	93,009	812,318
Resourcing Aquatics														
Pool Supervisors	2 FTE	111,775	1,281,375	111,775	115,128	118,582	122,140	125,804	129,578	133,465	137,469	141,593	145,841	1,281,375
Casual Lifeguard	0.5 FTE	29,120	333,828	29,120	29,994	30,893	31,820	32,775	33,758	34,771	35,814	36,888	37,995	333,828
Administration/Reception Staff/Kiosk Staff	Casual (0.25 FTE)	14,560	166,914	14,560	14,997	15,447	15,910	16,387	16,879	17,385	17,907	18,444	18,997	166,914
Administration On-Costs		48,620	557,374	48,620	50,079	51,581	53,128	54,722	56,364	58,055	59,796	61,590	63,438	557,374
Cleaner	Casual	8,000	91,711	8,000	8,240	8,487	8,742	9,004	9,274	9,552	9,839	10,134	10,438	91,711
			2,431,202	212,075	218,437	224,990	231,740	238,692	245,853	253,229	260,826	268,650	276,710	2,431,202
Other Operating Community Hub														
	4.00%	\$/square metre												
Insurance	4.00%	13.77	443,284	37,523	39,024	40,585	42,209	43,897	45,614	47,370	49,176	51,024	52,914	443,284
Air conditioning Maintenance	4.00%	6.00	193,152	16,350	17,004	17,684	18,392	19,127	19,901	20,714	21,566	22,458	23,391	193,152
Power Costs	4.00%	37.00	1,191,105	100,825	104,858	109,052	113,414	117,951	121,490	125,134	128,888	132,755	136,738	1,191,105
Fire Service maintenance	4.00%	1.00	32,192	2,725	2,834	2,947	3,065	3,188	3,324	3,463	3,607	3,756	3,910	32,192
Repairs and Maintenance	4.00%	32.00	1,030,145	87,200	90,688	94,316	98,088	102,012	106,072	108,224	111,471	114,815	118,259	1,030,145
Security	4.00%	3.50	112,672	9,538	9,919	10,316	10,728	11,158	11,604	12,066	12,544	13,038	13,548	112,672
Gardens and Parks Maintenance	4.00%	26.55	854,698	72,349	75,243	78,252	81,383	84,638	87,997	91,461	95,031	98,708	102,493	854,698
Cleaning	4.00%	15.51	499,298	42,265	43,955	45,714	47,542	49,444	51,422	53,476	55,606	57,812	60,094	499,298
Water Consumption	4.00%	9.00	289,728	24,525	25,506	26,526	27,587	28,691	29,832	31,014	32,238	33,507	34,822	289,728
			4,646,276	393,299	409,031	425,392	442,408	460,104	478,398	497,225	516,603	536,552	557,094	4,646,276
Other Operating - Aquatics Components														
	4.00%	\$/square metre												
Insurance	4.00%	13.77	43,922	3,718	3,867	4,021	4,182	4,349	4,522	4,701	4,886	5,076	5,271	43,922
Air conditioning Maintenance	4.00%	6.00	19,138	1,620	1,685	1,752	1,822	1,895	1,972	2,054	2,141	2,232	2,328	19,138
Power Costs	4.00%	37.00	118,018	9,990	10,390	10,805	11,237	11,687	12,037	12,399	12,771	13,154	13,548	118,018
Fire Service maintenance	4.00%	1.00	3,190	270	281	292	304	316	328	341	354	368	382	3,190
Repairs and Maintenance	4.00%	32.00	413,476	35,000	36,400	37,856	39,370	40,945	42,573	43,439	44,742	46,084	47,467	413,476
Security	4.00%	3.50	11,164	945	983	1,022	1,063	1,106	1,153	1,203	1,254	1,308	1,364	11,164
Gardens and Parks Maintenance	4.00%	26.55	84,686	7,169	7,455	7,753	8,064	8,386	8,720	9,066	9,424	9,794	10,176	84,686
Cleaning	4.00%	15.51	49,472	4,188	4,355	4,529	4,711	4,899	5,094	5,297	5,507	5,724	5,948	49,472
Water Consumption	4.00%	20.00	63,793	5,400	5,616	5,841	6,074	6,317	6,570	6,832	7,104	7,386	7,678	63,793
General Pool Ops (Pool Chemicals Etc)	4.00%		420,214	35,000	36,400	37,856	39,370	40,945	42,583	44,286	46,058	47,900	49,816	420,214
Housing (Pool Supervisor)	4.00%	90,000	1,063,223	90,000	93,600	97,344	101,238	105,287	109,496	113,869	118,405	123,106	127,973	1,063,223
			2,290,294	193,299	201,031	209,072	217,435	226,133	235,166	244,542	254,271	264,364	274,822	2,290,294
Other Operating Childcare														
	4.00%	\$/square metre												
Insurance	4.00%	13.77	120,356	10,025	10,426	10,843	11,276	11,727	12,196	12,684	13,192	13,719	14,268	120,356
Air conditioning Maintenance	4.00%	6.00	52,443	4,368	4,543	4,724	4,913	5,110	5,314	5,527	5,748	5,978	6,217	52,443
Power Costs	4.00%	37.00	323,397	26,936	28,013	29,134	30,299	31,511	32,772	34,083	35,446	36,864	38,338	323,397
Fire Service maintenance	4.00%	1.00	8,740	728	757	787	819	852	886	921	958	996	1,036	8,740
Repairs and Maintenance	4.00%	32.00	279,694	23,296	24,228	25,197	26,205	27,253	28,343	29,477	30,656	31,882	33,157	279,694
Security	4.00%	3.50	30,592	2,548	2,650	2,756	2,866	2,981	3,100	3,224	3,353	3,487	3,627	30,592
Gardens and Parks Maintenance	4.00%	26.55	232,059	19,328	20,102	20,906	21,742	22,611	23,516	24,457	25,435	26,452	27,510	232,059
Cleaning	4.00%	25.51	222,969	18,571	19,314	20,087	20,890	21,726	22,595	23,499	24,439	25,416	26,433	222,969
Water Consumption	4.00%	9.00	78,664	6,552	6,814	7,087	7,370	7,665	7,972	8,290	8,622	8,967	9,326	78,664
			1,348,913	112,352	116,846	121,520	126,381	131,436	136,694	142,161	147,848	153,762	159,912	1,348,913
Total Operation Expenditure			11,533,875	982,309	1,018,768	1,056,600	1,095,858	1,136,596	1,177,418	1,219,383	1,262,529	1,306,894	1,352,518	11,533,875
Long Term Escalation (years 6+)	3.00%													

Paraburdoo Community Hub (current proposed concept plan) - Shire of Ashburton		20-April-2013												
	Unit	Annual Net Rent Income	Total Over Cashflow	1 0	2 0	3 0	4 0	5 0	6 0	7 0	8 0	9 0	10 0	Total
INCOME														
OPERATION INCOME														
Fees & Charges Community Hub														
Multipurpose Community Centre Fees and Charges		33,000	389,848	33,000	34,320	35,693	37,121	38,605	39,763	40,956	42,185	43,451	44,754	389,848
Other Fees & Charges		18,000	212,645	18,000	18,720	19,469	20,248	21,057	21,689	22,340	23,010	23,700	24,411	212,645
			602,493	51,000	53,040	55,162	57,368	59,663	61,453	63,296	65,195	67,151	69,166	602,493
Fees & Charges Aquatics														
Aquatic Entry Fees		58,715	693,635	58,715	61,064	63,506	66,046	68,688	70,749	72,871	75,058	77,309	79,629	693,635
			693,635	58,715	61,064	63,506	66,046	68,688	70,749	72,871	75,058	77,309	79,629	693,635
Leases Childcare														
Childcare (ELC) Services Lease	3.00%	109,200	1,251,856	109,200	112,476	115,850	119,326	122,906	126,593	130,391	134,302	138,331	142,481	1,251,856
			1,251,856	109,200	112,476	115,850	119,326	122,906	126,593	130,391	134,302	138,331	142,481	1,251,856
Leases Other														
Health Services Centre		40,000	458,555	40,000	41,200	42,436	43,709	45,020	46,371	47,762	49,195	50,671	52,191	458,555
			458,555	40,000	41,200	42,436	43,709	45,020	46,371	47,762	49,195	50,671	52,191	458,555
Grants & Contributions														
Grants and Subsidies	3.00%	-	-	-	-	-	-	-	-	-	-	-	-	-
			-	-	-	-	-	-	-	-	-	-	-	-
Other Revenue														
Oval Hire	3.00%	12,000	137,567	12,000	12,360	12,731	13,113	13,506	13,911	14,329	14,758	15,201	15,657	137,567
			137,567	12,000	12,360	12,731	13,113	13,506	13,911	14,329	14,758	15,201	15,657	137,567
Total Operation Income				270,915	280,140	289,685	299,562	309,783	319,077	328,649	338,508	348,664	359,123	3,144,105
TOTAL OPERATION INCOME			3,144,105	270,915	280,140	289,685	299,562	309,783	319,077	328,649	338,508	348,664	359,123	3,144,105
			-	-	-	-	-	-	-	-	-	-	-	-
TOTAL INCOME			3,144,105	270,915	280,140	289,685	299,562	309,783	319,077	328,649	338,508	348,664	359,123	3,144,105

Fees and charges Years 1 & 2 4.00%
 Fees and charges 3 - 5 4.00%
 Fees and charges Years 6+ 3.00%

 Long Term Escalation (years 6+) 3.00%

Item	
PARABURDOO COMMUNITY HUB	YEAR 1
Revised based on Recommendations	
OPERATION	
Operation Expenditure:	
Resourcing	64,204
Resourcing Aquatics	212,075
Other Operating (Facilities Not including Aquatics & Childcare)	235,711
Other Operating Aquatics	193,299
Other Operating Childcare	112,352
Total Operation Expenditure	817,641
Operation Income:	
Fees & Charges	25,000
Fees & Charges - Aquatics	58,715
Leases Childcare	109,200
Leases Other	40,000
Grants & Contributions	0
Other Revenue	12,000
Total Operation Income	244,915
Net Operation Surplus (Deficit)	-572,726
Annual Net Operation Surplus (Deficit) %	-70.40%
CAPITAL REPLACEMENT	
Capital Replacement	0
Total Capital Replacement Expenditure	0

Paraburdoo Community Hub (Revised based on Recommendations) - Shire of Ashburton

20-April-2013




Item	Total Over Cashflow	1	2	3	4	5	6	7	8	9	10	TOTAL
		0	0	0	0	0	0	0	0	0	0	
COMMUNITY HUB OPERATION												
OPERATION EXPENDITURE												
Resourcing	736,023	64,204	66,130	68,114	70,157	72,262	74,430	76,663	78,962	81,331	83,771	736,023
Resourcing Aquatics	2,431,202	212,075	218,437	224,990	231,740	238,692	245,853	253,229	260,826	268,650	276,710	2,431,202
Other Operating Community Hub	2,784,591	235,711	245,139	254,945	265,143	275,748	284,021	292,541	301,318	310,357	319,668	2,784,591
Other Operating - Aquatics Components	2,290,294	193,299	201,031	209,072	217,435	226,133	233,326	240,752	248,417	256,330	264,499	2,290,294
Other Operating Childcare	1,348,913	112,352	116,846	121,520	126,381	131,436	136,694	142,161	147,848	153,762	159,912	1,348,913
Total Operation Expenditure	9,591,024	817,641	847,584	878,641	910,856	944,271	974,323	1,005,346	1,037,371	1,070,431	1,104,560	9,591,024
OPERATION INCOME												
Fees & Charges Community Hub	295,340	25,000	26,000	27,040	28,122	29,246	30,124	31,028	31,958	32,917	33,905	295,340
Fees & Charges Aquatics	693,635	58,715	61,064	63,506	66,046	68,688	70,749	72,871	75,058	77,309	79,629	693,635
Leases Childcare	1,251,856	109,200	112,476	115,850	119,326	122,906	126,593	130,391	134,302	138,331	142,481	1,251,856
Leases Other	458,555	40,000	41,200	42,436	43,709	45,020	46,371	47,762	49,195	50,671	52,191	458,555
Grants & Contributions	-	-	-	-	-	-	-	-	-	-	-	-
Other Revenue	137,567	12,000	12,360	12,731	13,113	13,506	13,911	14,329	14,758	15,201	15,657	137,567
Total Operation Income	2,836,952	244,915	253,100	261,563	270,316	279,367	287,748	296,380	305,272	314,430	323,863	2,836,952
OPERATION SURPLUS (DEFICIT)	- 6,754,072	- 572,726	- 594,484	- 617,078	- 640,540	- 664,905	- 686,576	- 708,966	- 732,099	- 756,001	- 780,698	
CAPITAL												
CAPITAL EXPENDITURE												
Replacement Cost	-	-	-	-	-	-	-	-	-	-	-	-
Total Infrastructure Expenditure	-	-	-	-	-	-	-	-	-	-	-	-

Paraburdoo Community Hub (Revised based on Recommendations) - Shire of Ashburton		20-April-2013	obv											
Item	Notes	Present Day Budget (exc. GST)	Total Over Cashflow (Incl Escalation)	1	2	3	4	5	6	7	8	9	10	TOTAL
EXPENDITURE														
OPERATION EXPENDITURE (Multipurpose Community Centre)														
Resourcing														
Recreation Manager	3.00% 1 PTE (5hrs F/N)	4,315	49,463	4,315	4,444	4,577	4,715	4,856	5,002	5,152	5,307	5,466	5,630	49,463
Recreation Officer (Required)	1 PTE (40hrs F/N)	21,239	243,481	21,239	21,876	22,532	23,208	23,905	24,622	25,360	26,121	26,905	27,712	243,481
Administration/Reception Staff/Kiosk Staff	Casual (0.25 FTE)	14,560	166,914	14,560	14,997	15,447	15,910	16,387	16,879	17,385	17,907	18,444	18,997	166,914
Cleaner	Casual	20,340	233,175	20,340	20,950	21,579	22,226	22,893	23,580	24,287	25,016	25,766	26,539	233,175
Supervisor	1 PTE	3,325	38,117	3,325	3,425	3,527	3,633	3,742	3,855	3,970	4,089	4,212	4,338	38,117
Supervisor	Casual	425	4,872	425	438	451	464	478	493	507	523	538	555	4,872
			736,023	64,204	66,130	68,114	70,157	72,262	74,430	76,663	78,962	81,331	83,771	731,151
Resourcing Aquatics														
Pool Supervisors	2 FTE	111,775	1,281,375	111,775	115,128	118,582	122,140	125,804	129,578	133,465	137,469	141,593	145,841	1,281,375
Casual Lifeguard	0.5 FTE	29,120	333,828	29,120	29,994	30,893	31,820	32,775	33,758	34,771	35,814	36,888	37,995	333,828
Administration/Reception Staff/Kiosk Staff	Casual (0.25 FTE)	14,560	166,914	14,560	14,997	15,447	15,910	16,387	16,879	17,385	17,907	18,444	18,997	166,914
Administration On-Costs		48,620	557,374	48,620	50,079	51,581	53,128	54,722	56,364	58,055	59,796	61,590	63,438	557,374
Cleaner	Casual	8,000	91,711	8,000	8,240	8,487	8,742	9,004	9,274	9,552	9,839	10,134	10,438	91,711
			2,431,202	212,075	218,437	224,990	231,740	238,692	245,853	253,229	260,826	268,650	276,710	2,431,202
Other Operating Community Hub														
	4.00%	\$/square metre												
Insurance	4.00%	13.77	259,952	22,004	22,885	23,800	24,752	25,742	26,514	27,310	28,129	28,973	29,842	259,952
Air conditioning Maintenance	4.00%	6.00	113,269	9,588	9,972	10,370	10,785	11,217	11,553	11,900	12,257	12,624	13,003	113,269
Power Costs	4.00%	37.00	698,490	59,126	61,491	63,951	66,509	69,169	71,244	73,381	75,583	77,850	80,186	698,490
Fire Service maintenance	4.00%	1.00	32,192	2,725	2,834	2,947	3,065	3,188	3,284	3,382	3,483	3,588	3,696	32,192
Repairs and Maintenance	4.00%	32.00	604,100	51,136	53,181	55,309	57,521	59,822	61,617	63,465	65,369	67,330	69,350	604,100
Security	4.00%	3.50	112,672	9,538	9,919	10,316	10,728	11,158	11,492	11,837	12,192	12,558	12,935	112,672
Gardens and Parks Maintenance	4.00%	26.55	501,214	42,427	44,124	45,889	47,724	49,633	51,122	52,656	54,236	55,863	57,539	501,214
Cleaning	4.00%	15.51	292,800	24,785	25,776	26,807	27,880	28,995	29,865	30,761	31,684	32,634	33,613	292,800
Water Consumption	4.00%	9.00	169,903	14,382	14,957	15,556	16,178	16,825	17,330	17,850	18,385	18,937	19,505	169,903
			2,784,591	235,711	245,139	254,945	265,143	275,748	284,021	292,541	301,318	310,357	319,668	2,784,591
Other Operating - Aquatics Components														
	4.00%	\$/square metre												
Insurance	4.00%	13.77	43,922	3,718	3,867	4,021	4,182	4,349	4,480	4,614	4,753	4,895	5,042	43,922
Air conditioning Maintenance	4.00%	6.00	19,138	1,620	1,685	1,752	1,822	1,895	1,952	2,011	2,071	2,133	2,197	19,138
Power Costs	4.00%	37.00	118,018	9,990	10,390	10,805	11,237	11,687	12,037	12,399	12,771	13,154	13,548	118,018
Fire Service maintenance	4.00%	1.00	3,190	270	281	292	304	316	325	335	345	356	366	3,190
Repairs and Maintenance	4.00%	32.00	413,476	35,000	36,400	37,856	39,370	40,945	42,173	43,439	44,742	46,084	47,467	413,476
Security	4.00%	3.50	11,164	945	983	1,022	1,063	1,106	1,139	1,173	1,208	1,244	1,282	11,164
Gardens and Parks Maintenance	4.00%	26.55	84,686	7,169	7,455	7,753	8,064	8,386	8,638	8,897	9,164	9,439	9,722	84,686
Cleaning	4.00%	15.51	49,472	4,188	4,355	4,529	4,711	4,899	5,046	5,197	5,353	5,514	5,679	49,472
Water Consumption	4.00%	20.00	63,793	5,400	5,616	5,841	6,074	6,317	6,507	6,702	6,903	7,110	7,323	63,793
General Pool Ops (Pool Chemicals Etc)	4.00%		420,214	35,000	36,400	37,856	39,370	40,945	42,583	44,286	46,058	47,900	49,816	420,214
Housing (Pool Supervisor)	4.00%	90,000	1,063,223	90,000	93,600	97,344	101,238	105,287	108,446	111,699	115,050	118,502	122,057	1,063,223
			2,290,294	193,299	201,031	209,072	217,435	226,133	233,326	240,752	248,417	256,330	264,499	2,290,294
Other Operating Childcare														
	4.00%	\$/square metre												
Insurance	4.00%	13.77	120,356	10,025	10,426	10,843	11,276	11,727	12,196	12,684	13,192	13,719	14,268	120,356
Air conditioning Maintenance	4.00%	6.00	52,443	4,368	4,543	4,724	4,913	5,110	5,314	5,527	5,748	5,978	6,217	52,443
Power Costs	4.00%	37.00	323,397	26,936	28,013	29,134	30,299	31,511	32,772	34,083	35,446	36,864	38,338	323,397
Fire Service maintenance	4.00%	1.00	8,740	728	757	787	819	852	886	921	958	996	1,036	8,740
Repairs and Maintenance	4.00%	32.00	279,694	23,296	24,228	25,197	26,205	27,253	28,343	29,477	30,656	31,882	33,157	279,694
Security	4.00%	3.50	30,592	2,548	2,650	2,756	2,866	2,981	3,100	3,224	3,353	3,487	3,627	30,592
Gardens and Parks Maintenance	4.00%	26.55	232,059	19,328	20,102	20,906	21,742	22,611	23,516	24,457	25,435	26,452	27,510	232,059
Cleaning	4.00%	25.51	222,969	18,571	19,314	20,087	20,890	21,726	22,595	23,499	24,439	25,416	26,433	222,969
Water Consumption	4.00%	9.00	78,664	6,552	6,814	7,087	7,370	7,665	7,972	8,290	8,622	8,967	9,326	78,664
			1,348,913	112,352	116,846	121,520	126,381	131,436	136,694	142,161	147,848	153,762	159,912	1,348,913
Total Operation Expenditure			9,591,024	817,641	847,584	878,641	910,856	944,271	974,323	1,005,346	1,037,371	1,070,431	1,104,560	4,864,655
CAPITAL EXPENDITURE														
Replacement Cost														
Roofing	15 years		0	0										0
Wall Cladding	15 years		0	0	0									0
Shaded Roofing	12 years		0	0										0
Vinyl floor covering	10 years		0	0										0
Multipurpose Court floor covering	12 years		0		0									0
Carpets	7 years		0			0								0
Painting	7 years		0			0								0
Hot Water System/s	12 years		0		0									0
Air-conditioning (35% of total value replaced)	8 years		0										0	0
Electrical Fittings (35% of total value replaced)	12 years		0											0
Kitchen Equipment	10 years		0											0
External Lighting	15 years		0											0
Bitumen paving	15 years		0						0	0	0	0	0	0
Sundry Replacement (tap ware/ceilings/toilet hardware/fittings etc)	7 years		0						0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0
Total Capital Replacement Expenditure			0	0	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURE			9,591,024	817,641	847,584	878,641	910,856	944,271	974,323	1,005,346	1,037,371	1,070,431	1,104,560	4,864,655

Long Term Escalation (years 6+)

3.00%

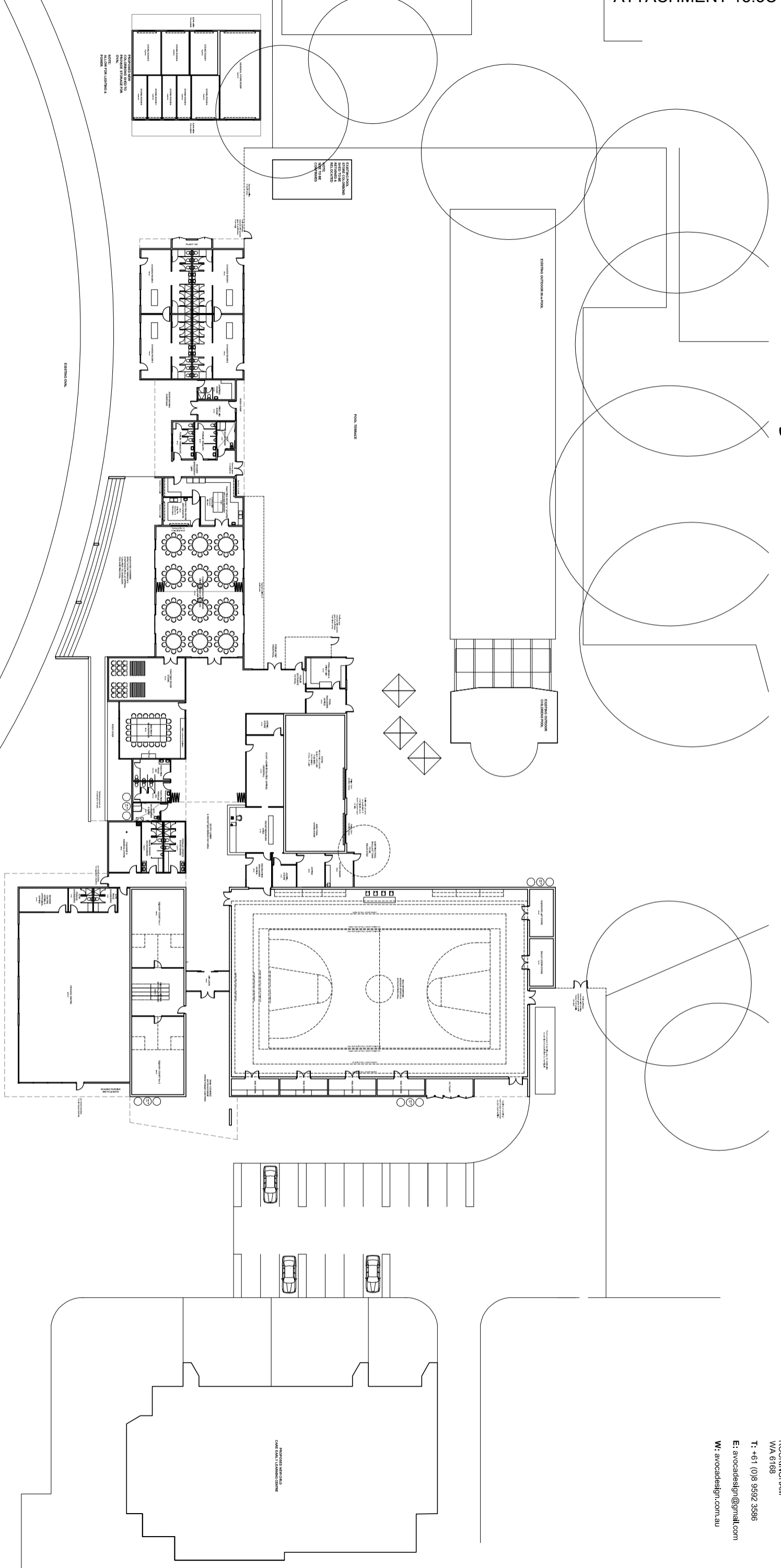
Paraburdoo Community Hub (Revised based on Recommendations) - Shire of Ashburton		20-April-2013												
Unit	Annual Net Rent Income	Total Over Cashflow	1	2	3	4	5	6	7	8	9	10	Total	
			0	0	0	0	0	0	0	0	0	0		
INCOME														
OPERATION INCOME														
Fees & Charges Community Hub														
Squash Court	10,000	118,136	10,000	10,400	10,816	11,249	11,699	12,050	12,411	12,783	13,167	13,562	118,136	
Other Fees & Charges	15,000	177,204	15,000	15,600	16,224	16,873	17,548	18,074	18,617	19,175	19,750	20,343	177,204	
		295,340	25,000	26,000	27,040	28,122	29,246	30,124	31,028	31,958	32,917	33,905	295,340	
Fees & Charges Aquatics														
Aquatic Entry Fees	58,715	693,635	58,715	61,064	63,506	66,046	68,688	70,749	72,871	75,058	77,309	79,629	693,635	
		693,635	58,715	61,064	63,506	66,046	68,688	70,749	72,871	75,058	77,309	79,629	693,635	
Leases Childcare														
Childcare (ELC) Services Lease	3.00% 109,200	1,251,856	109,200	112,476	115,850	119,326	122,906	126,593	130,391	134,302	138,331	142,481	1,251,856	
		1,251,856	109,200	112,476	115,850	119,326	122,906	126,593	130,391	134,302	138,331	142,481	1,251,856	
Leases Other														
Health Services Centre	40,000	458,555	40,000	41,200	42,436	43,709	45,020	46,371	47,762	49,195	50,671	52,191	458,555	
		458,555	40,000	41,200	42,436	43,709	45,020	46,371	47,762	49,195	50,671	52,191	458,555	
Grants & Contributions														
Grants and Subsidies	3.00%	-	-	-	-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	-	-	-	
Other Revenue														
Oval Hire	3.00% 12,000	137,567	12,000	12,360	12,731	13,113	13,506	13,911	14,329	14,758	15,201	15,657	137,567	
		137,567	12,000	12,360	12,731	13,113	13,506	13,911	14,329	14,758	15,201	15,657	137,567	
Total Operation Income			244,915	253,100	261,563	270,316	279,367	287,748	296,380	305,272	314,430	323,863	2,836,952	
TOTAL OPERATION INCOME			2,836,952	244,915	253,100	261,563	270,316	279,367	287,748	296,380	305,272	314,430	323,863	2,836,952
			-	-	-	-	-	-	-	-	-	-	-	
TOTAL INCOME			2,836,952	244,915	253,100	261,563	270,316	279,367	287,748	296,380	305,272	314,430	323,863	2,836,952

Fees and charges Years 1 & 2 4.00%
 Fees and charges 3 - 5 4.00%
 Fees and charges Years 6+ 3.00%
 Long Term Escalation (years 6+) 3.00%

Shire of Ashburton - Paraburdoo Community Hub



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WA 6188
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W: avocadesign.com.au



Site Layout Plan - As Proposed

Scale: 1 : 500 (A3) 5 10 15 20 | M

PARABURDOO COMMUNITY HUB

Site Layout Plan - As Proposed

October 2013

P13005

SK.01E

DRAFT

Shire of Ashburton - Paraburdoe Community Hub

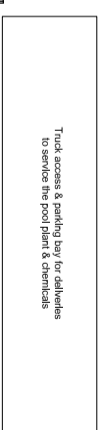
EXISTING OUTDOOR
CHILDRENS POOL

Outline of existing/
roof slabs overlaid
as per dashed line

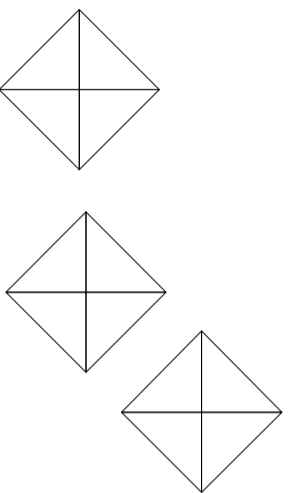
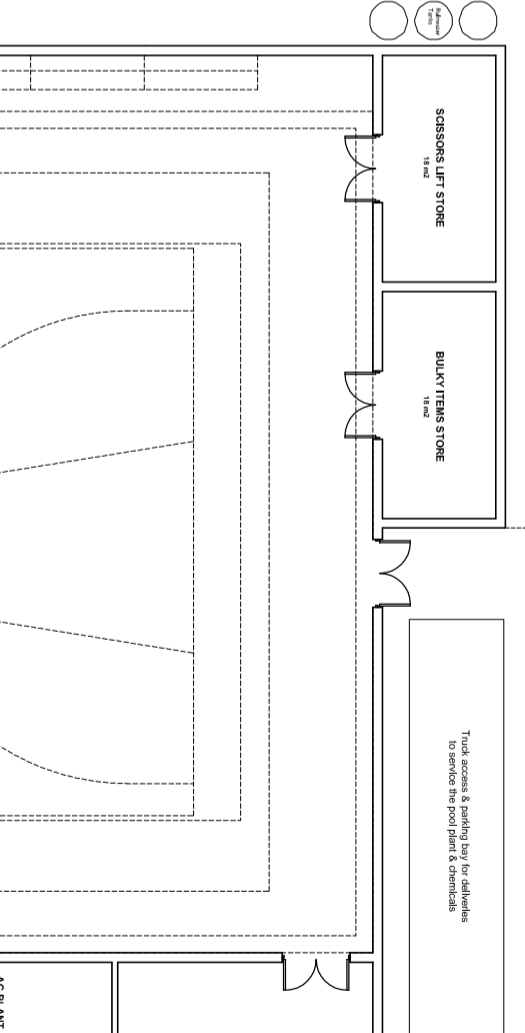
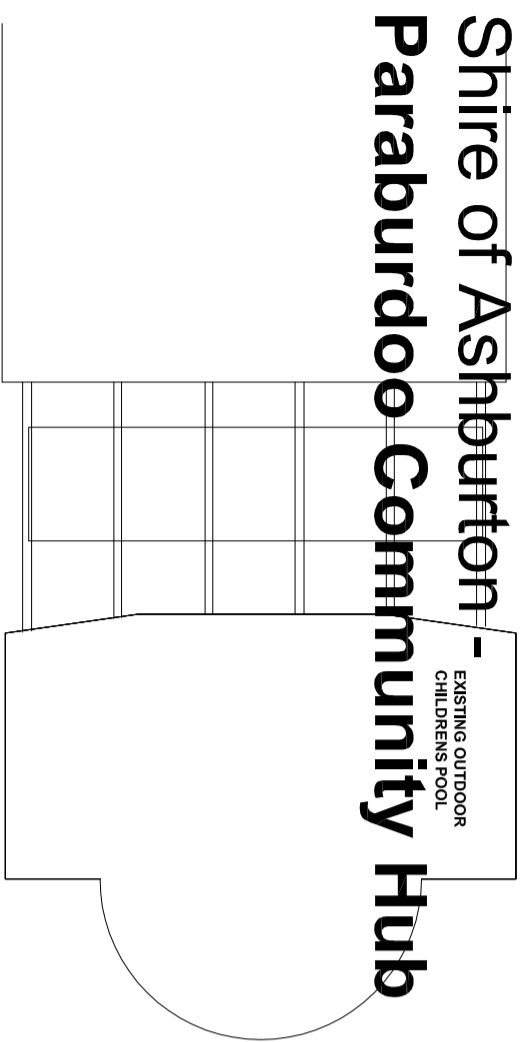
Truck access & parking bay for deliveries
to service the pool plant & chemicals

SCISSORS LIFT STORE
18 m²

BULKY ITEMS STORE
18 m²



Outline of existing/
roof slabs overlaid
as per dashed line



MULTI PURPOSE
INDOOR SPORTS &
EVACUATION HALL

EXISTING POOL
BALLAST TANK
TO BE
RELOCATED

Delimites access
to pool plant &
from Ballast tank
point
of lifts

Roller Door
Service Access

Roller Door
Service Access

NOTE:
NEW ENCLOSURE
BUILT AROUND
RETAINED
POOL PLANT

NEW POOL
STONE ROOM

POOL KIOSK &
FIRST AID
20 m²

POOL
MANAGERS
OFFICE
14 m²

PUBLIC ENTRANCE
TO POOL

PUBLIC ENTRANCE
TO POOL

POOL TENCING
REQUIRED WITH ACCESS
GATE & POOL FENCE
FROM EXISTING

PUBLIC EXIT
FROM POOL

PUBLIC EXIT
FROM POOL

ADMIN
5 m²

STAFF ADMINISTRATION OFFICES
(GENERAL)
42 m²

RECEPTION/WORK
AREA
27 m²

RECREATION
MANAGERS
OFFICE
14 m²

OFFICE
15 m²

ADMIN.
STORE
8 m²

ENTRY LOBBY
& RECEPTION/BREAK OUT AREA

RECEPTION/WORK
AREA
27 m²

ADMIN.
STORE
8 m²

OFFICE
15 m²

RECREATION
MANAGERS
OFFICE
14 m²

ADMIN
5 m²

STAFF ADMINISTRATION OFFICES
(GENERAL)
42 m²

POOL KIOSK &
FIRST AID
20 m²

POOL MANAGERS
OFFICE
14 m²

POOL TENCING
REQUIRED WITH ACCESS
GATE & POOL FENCE
FROM EXISTING

PUBLIC ENTRANCE
TO POOL

PUBLIC ENTRANCE
TO POOL

DELIMITES ACCESS
TO POOL PLANT &
FROM BALLAST TANK
POINT
OF LIFTS

ROLLER DOOR
SERVICE ACCESS

ROLLER DOOR
SERVICE ACCESS

NOTE:
NEW ENCLOSURE
BUILT AROUND
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OF LIFTS

ROLLER DOOR
SERVICE ACCESS

ROLLER DOOR
SERVICE ACCESS

NOTE:
NEW ENCLOSURE
BUILT AROUND
RETAINED
POOL PLANT

NEW POOL
STONE ROOM

POOL KIOSK &
FIRST AID
20 m²

POOL
MANAGERS
OFFICE
14 m²

PUBLIC ENTRANCE
TO POOL

PUBLIC ENTRANCE
TO POOL

DELIMITES ACCESS
TO POOL PLANT &
FROM BALLAST TANK
POINT
OF LIFTS

ROLLER DOOR
SERVICE ACCESS

ROLLER DOOR
SERVICE ACCESS

NOTE:
NEW ENCLOSURE
BUILT AROUND
RETAINED
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POOL KIOSK &
FIRST AID
20 m²

POOL
MANAGERS
OFFICE
14 m²

PUBLIC ENTRANCE
TO POOL

PUBLIC ENTRANCE
TO POOL

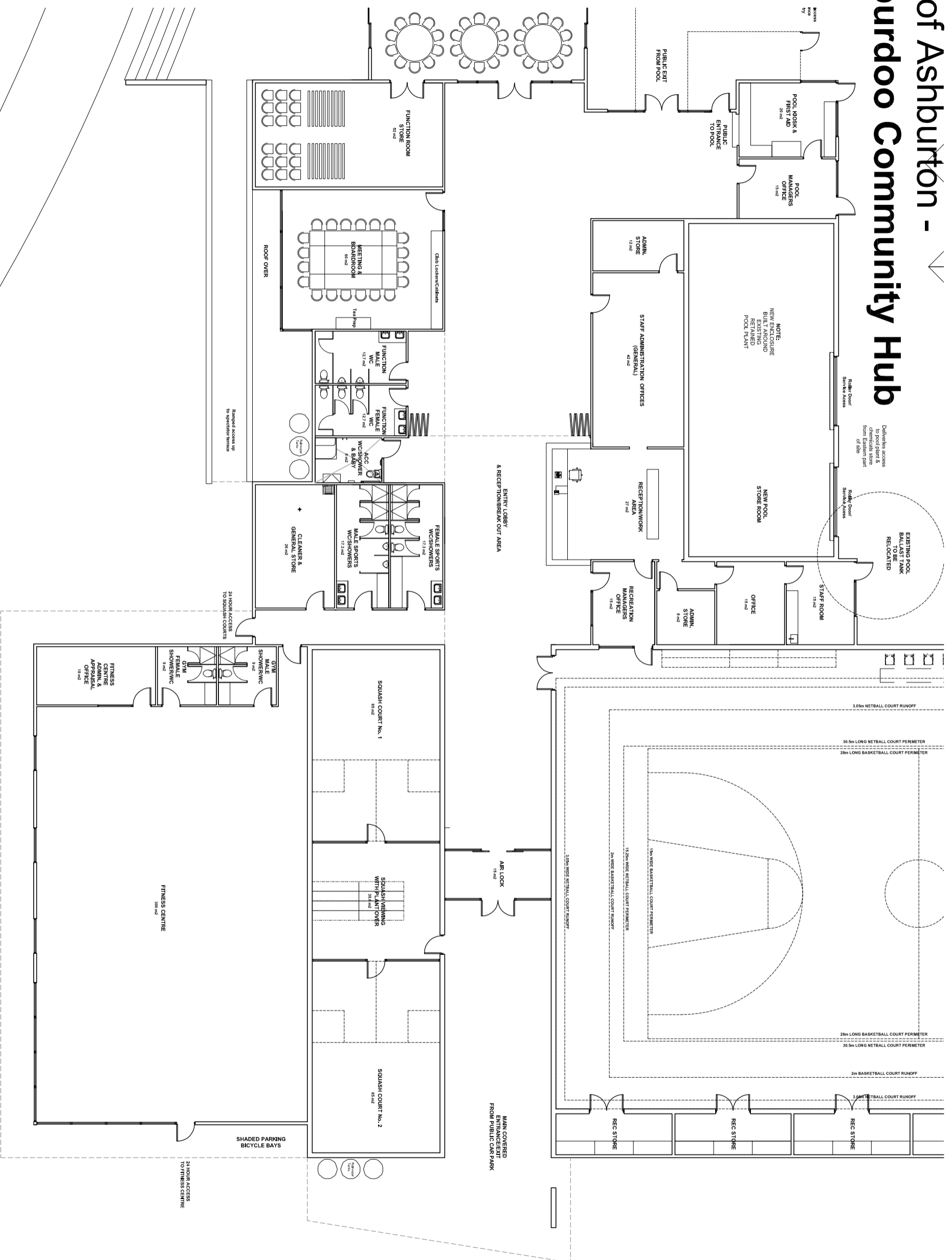
DELIMITES ACCESS
TO POOL PLANT &
FROM BALLAST TANK
POINT
OF LIFTS

ROLLER DOOR
SERVICE ACCESS

ROLLER DOOR
SERVICE ACCESS

NOTE:
NEW ENCLOSURE
BUILT AROUND
RETAINED
POOL PLANT

Shire of Ashburton - Paraburdoo Community Hub



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 ROCKINGHAM
 WA 6188
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Part Floor Plan - As Proposed

DRAFT

Scale: 1 : 200 (A3) 5 10 15 20 | M

PARABURDOO COMMUNITY HUB

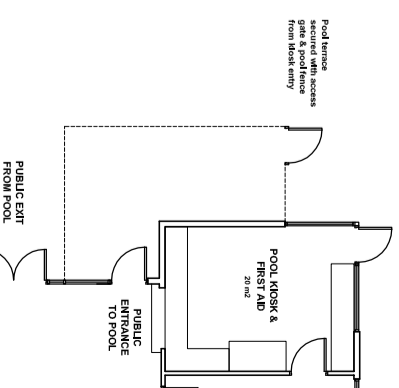
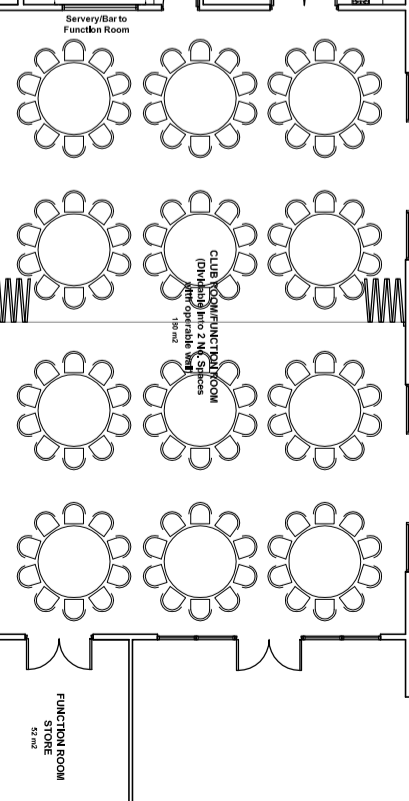
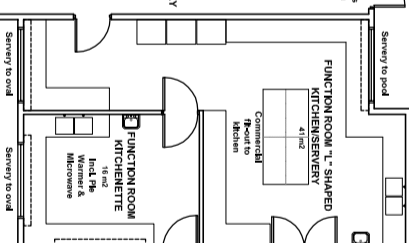
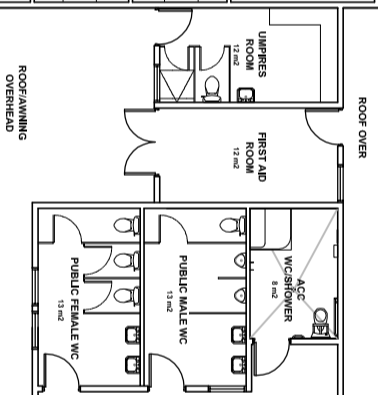
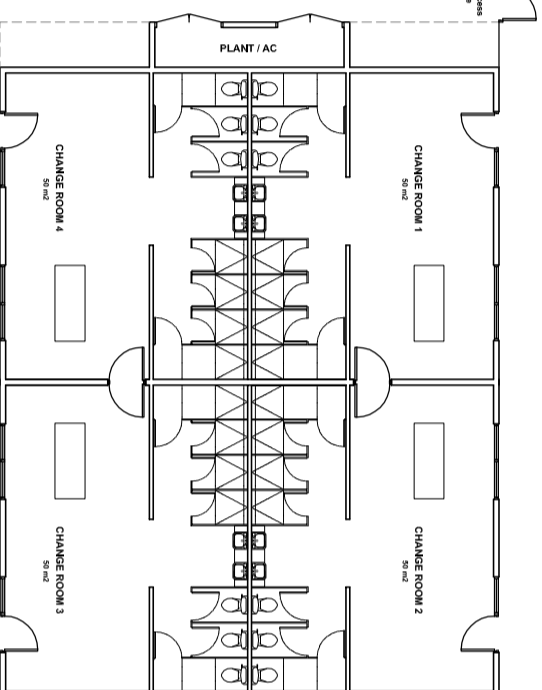
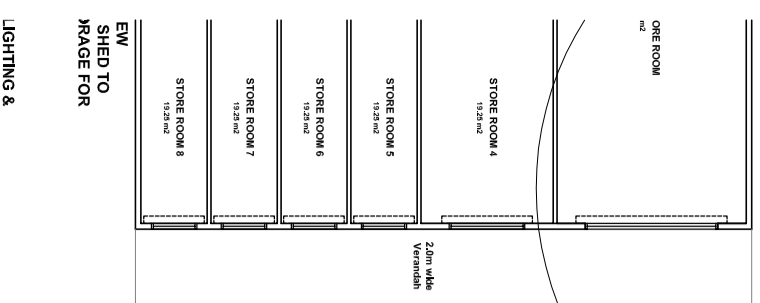
Part Floor Plan - As Proposed

October 2013 P13005

SK.03D

Shire of Ashburton - Paraburdoo Community Hub

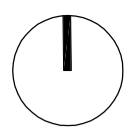
EXISTING POOL STORE COLORBOND SHED TO BE RETAINED & RELOCATED
NOTE: SIZE TO BE CONFIRMED



ELEVATED COVERED SPECTATOR TERRACE & TERRACING TO APPROX. 1.5M TO BE CONSTRUCTED ON THE EXISTING OVAL.

EXISTING OVAL

EW, SHED TO RAISE FOR LIGHTING &



Part Floor Plan - As Proposed

Scale: 1 : 200 (A3) 5 10 15 20 M

PARABURDOO COMMUNITY HUB

Part Floor Plan - As Proposed

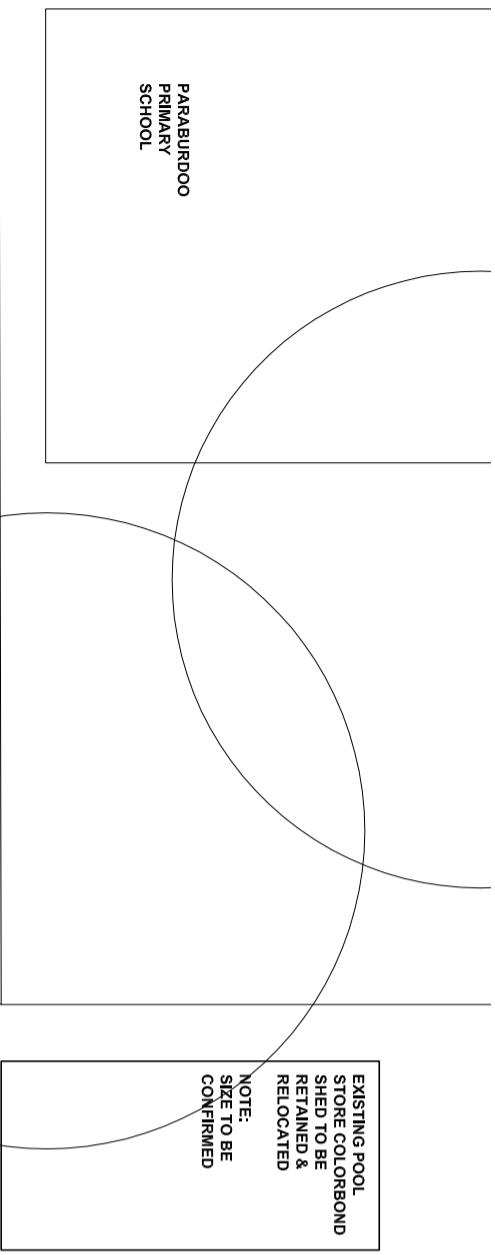
October 2013

P13005

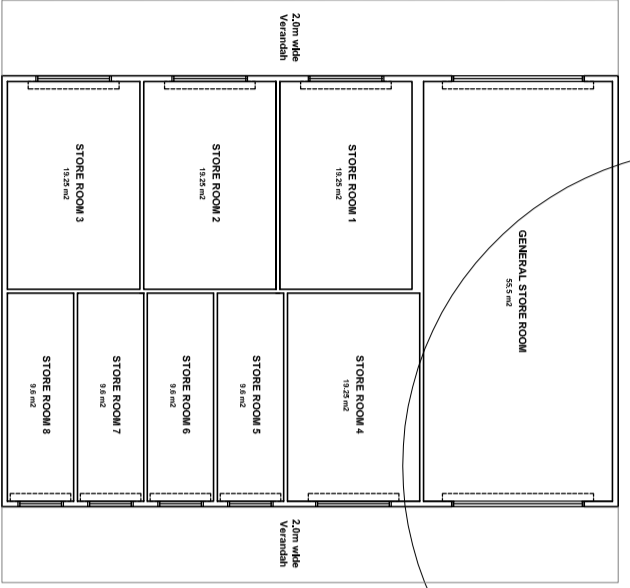
SK.04C

DRAFT

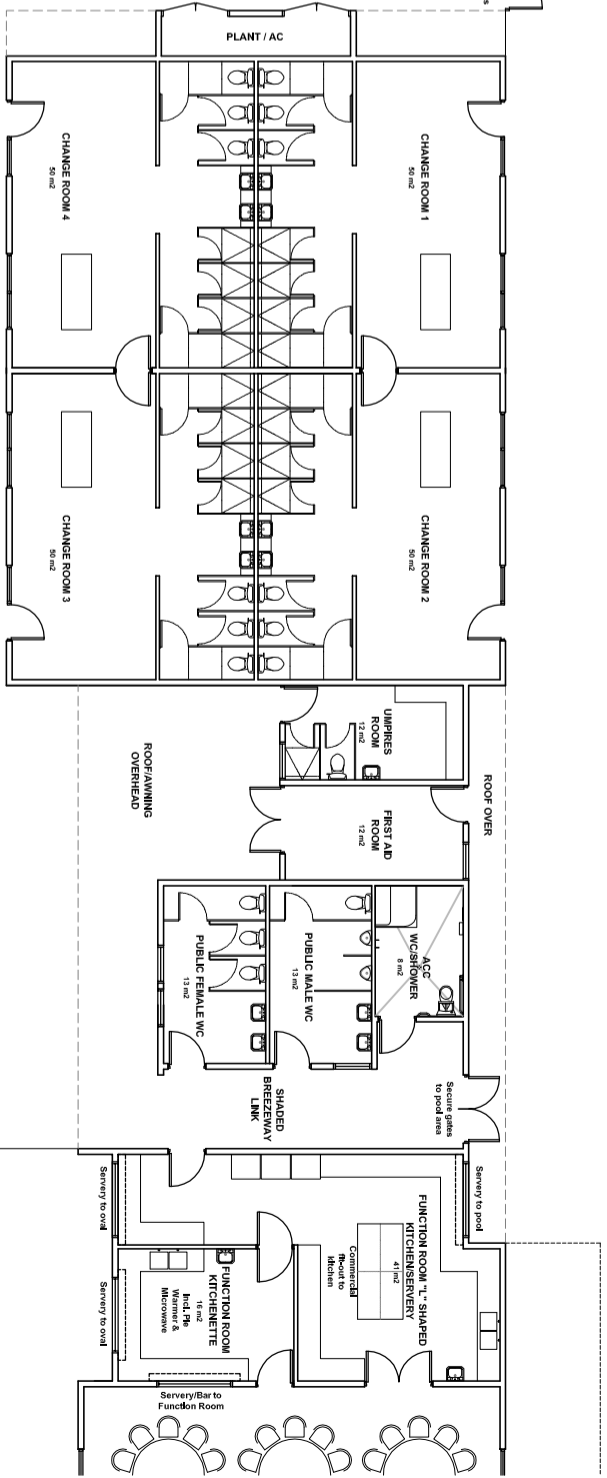
Shire of Ashburton - Paraburdoo Community Hub



EXISTING POOL STORE COLORBOND SHED TO BE RETAINED & RELOCATED
NOTE:
SIZE TO BE CONFIRMED



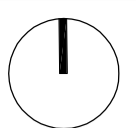
PROPOSED NEW COLORBOND SHED TO PROVIDE STORAGE FOR OVAL
NOTE:
ALLOW FOR LIGHTING & POWER



EXISTING OVAL

Part Floor Plan - As Proposed

DRAFT



Scale: 1 : 200 (A3) 5 10 15 20 M

PARABURDOO COMMUNITY HUB

Part Floor Plan - As Proposed

October 2013

P13005

SK.05A

Paraburdoo Community Hub

Proposed New Facilities

at

Lot 618 Fortescue Road, Paraburdoo

Concept Cost Indication

Revision -

DRAFT

11 November 2013

Neil Butler Quantity Surveying Services

T: 08 9349 7853

M: 0457 977 407

ABN: 730 320 19210

SUMMARY

	1.0 - Fitness Centre	2.0 - Multi-Purpose Hall	3.0 - Reception/ Administration /Kiosk	4.0 - Sports Hall Function/Meetin g Rooms	5.0 - Public Toilets & Change Rooms	6.0 - Sports & Pool Changing Rooms	7.0 - Core Circulation	8.0 - Oval Storage Shed & Pool Plantroom	10.0 - External Works	Total
Area - FECA - m2	336	1258	214	375	52	230	330	312		3107
Construction Cost/m2 (FECA)	\$ 2,409.11	\$ 1,871.38	\$ 2,709.23	\$ 3,217.40	\$ 2,878.85	\$ 2,976.96	\$ 2,051.52	\$ 1,491.03		\$ 2,692.55
ETC Cost/m2 (FECA)	\$ 4,646.81	\$ 3,729.09	\$ 5,732.94	\$ 6,651.22	\$ 5,761.61	\$ 5,796.56	\$ 4,058.28	\$ 2,875.96		\$ 5,348.87
Element	Cost	Cost		Cost	Cost	Cost	Cost	Cost	Cost	Cost
New Building Works	\$ 766,200	\$ 2,292,000	\$ 487,200	\$ 1,143,300	\$ 135,200	\$ 670,200	\$ 660,000	\$ 453,200	\$ -	\$ 6,607,300
External Works	\$ 8,260	\$ 15,200	\$ 45,575	\$ 8,225	\$ 2,500	\$ 2,500	\$ 5,000	\$ -	\$ 783,700	\$ 870,960
External Services	\$ 35,000	\$ 47,000	\$ 47,000	\$ 55,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 655,500	\$ 887,500
Construction Cost	\$ 809,460	\$ 2,354,200	\$ 579,775	\$ 1,206,525	\$ 149,700	\$ 684,700	\$ 677,000	\$ 465,200	\$ 1,439,200	\$ 8,365,760
Contingencies	\$ 125,466	\$ 364,901	\$ 89,865	\$ 187,011	\$ 23,204	\$ 106,129	\$ 104,935	\$ 72,106	\$ 223,076	\$ 1,296,693
Loose Furniture and Fittings	\$ -	\$ 90,000	\$ 65,000	\$ 100,000	\$ 6,500	\$ 7,500	\$ 20,000	\$ -	\$ -	\$ 289,000
Professional Fees	\$ 112,191	\$ 337,092	\$ 88,157	\$ 179,224	\$ 21,528	\$ 95,799	\$ 96,232	\$ 64,477	\$ 199,473	\$ 1,194,174
Escalation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Area Allowance	\$ 514,209	\$ 1,545,006	\$ 404,052	\$ 821,445	\$ 98,672	\$ 439,081	\$ 441,064	\$ 295,518	\$ 914,252	\$ 5,473,299
Estimated Total Cost	\$ 1,561,327	\$ 4,691,199	\$ 1,226,849	\$ 2,494,206	\$ 299,604	\$ 1,333,209	\$ 1,339,231	\$ 897,301	\$ 2,776,001	\$ 16,618,926
GST	\$ 156,133	\$ 469,120	\$ 122,685	\$ 249,421	\$ 29,960	\$ 133,321	\$ 133,923	\$ 89,730	\$ 277,600	\$ 1,661,893
Estimated Total Cost (including GST)	\$ 1,717,460	\$ 5,160,319	\$ 1,349,534	\$ 2,743,626	\$ 329,564	\$ 1,466,529	\$ 1,473,155	\$ 987,031	\$ 3,053,601	\$ 18,280,819

EXCLUSIONS:

The following Items are specifically excluded form this Concept Cost Indication

- Demolition of existing squash courts
- Relocation of existing pool store
- Gymnasium Equipment
- Work to existing playing fields
- Escalation beyond April 2013
- Greywater re-use
- Legal fees
- Upgrade of incoming services if insufficient to meet new demands
- Land costs
- Holding and finance charges

NOTES:

Please note that this information is for indicative budgeting purposes only and should not be used as the basis for making a financial commitment

Prior to making a financial commitment a detailed budget should be prepared based on input from the architect and the relevant consultants

DRAWINGS:

|Drawing No. P13005 - SK.01E, SK.02D, SK.03D, SK.04C & SK.05A

Item		Unit	Quantity	Rate	Cost
ITEM 1.0 - Fitness Centre					
<u>AREAS</u>					
	Neighbourhood Centre - FECA	m2	336	\$2,280 \$	766,200
1.1	BUILDING WORKS				
	<u>Fitness Centre (FECA 787m2)</u>				
	Assumed that new Fitnessr Centre will be built on a level site with no requirements for ramps or retaining walls	Note			
	New building comprising:-				
1.1.1	Fitness Centre - Bare shell (no equipment)	m2	300	\$2,200 \$	660,000
1.1.2	Fitness Centre Admin & Appraisal Office	m2	18	\$2,400 \$	43,200
1.1.3	Gym Male Shower/WC	m2	9	\$3,500 \$	31,500
1.1.4	Gym Female Shower/WC	m2	9	\$3,500 \$	31,500
				Sub-Total for New Building	\$ 766,200
1.2	EXTERNAL WORKS				
	<u>Roadworks and Pathways</u>				
1.2.1	External paving	m2	48	\$120 \$	5,760
	<u>Signage</u>				
1.2.4	Allowance for external building signage	Item		\$	2,500
				Sub-total for External Works	\$ 8,260
1.3	EXTERNAL SERVICES				
1.3.1	Allowance for stormwater disposal	Item		\$	20,000
1.3.2	Allowance for sewer connection	Item		\$	10,000
1.3.3	Allowance for water connection	Item		\$	5,000
				Sub-total for External Services	\$ 35,000

Item		Unit	Quantity	Rate	Cost
1.4	CONTINGENCIES				
1.4.1	Allowance for design contingencies	Item	10%	\$	80,946
1.4.2	Allowance for contract contingencies	Item	5%	\$	44,520
Sub-total for Contingencies					\$ 125,466
1.5	FURNITURE & FITTINGS				
1.5.1	Allowance for loose furniture and fittings	Item		\$	-
Sub-Total for Loose Furniture & Fittings					\$ -
1.6	PROFESSIONAL FEES				
1.6.1	Allowance for professional fees	Item	10%	\$	93,493
1.6.2	Allowance for site visits and disbursements during construction	Item		\$	18,699
Sub-total for Professional Fees					\$ 112,191
1.7	ESCALATION				
1.7.1	Allowance for escalation in costs has not been included	Item	0.00%	\$	-
Sub-total for Escalation					\$ -
TOTAL ESTIMATED COMMITMENT (Perth)					\$ 1,047,117
1.8	LOCATION ALLOWANCE				
1.8.1	Location allowance for Paraburdoo (Excludes Professional Fees).	Item		55% \$	514,209
TOTAL ESTIMATED COMMITMENT(Paraburdoo)					\$ 1,561,327
Goods & Services Tax (10%)					\$ 156,133
TOTAL ESTIMATED COMMITMENT (Including GST)					\$ 1,717,460

Item	Unit	Quantity	Rate	Cost
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Exclusions:

Gymnasium equipment
Greywater re-use
Stormwater harvesting
Legal fees
Upgrade of incoming services if insufficient to meet new demands
Land costs
Holding and finance charges

NOTES:

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Prior to making a financial commitment a detailed budget should be prepared based on input from the architect and the relevant consultants

DRAWINGS:

The following drawings were used in the preparation of this Cost Indication:

Drawing No. P13005 - SK.01E, SK.02D, SK.03D, SK.04C & SK.05A

Item		Unit	Quantity	Rate	Cost
ITEM 2.0 - Multi-Purpose Hall					
AREAS					
	Multi-Purpose Hall - FECA	m2	967		
	Squash Courts - FECA	m2	221		
	Toilets and storage	m2	70		
	Total - FECA	m2	1258	\$1,822	\$ 2,292,000
2.1 BUILDING WORKS					
<u>Multi-Purpose Hall and Squash Courts (FECA</u>					
1124m2)					
Assumed that new Multi-Purpose Hall will be built on a level site with no requirements for ramps or retaining walls					
Note					
New building comprising:-					
2.1.1	Multi Purpose Hall	m2	855	\$1,800	\$ 1,539,000
2.1.2	Squash Court 1	m2	64	\$1,750	\$ 112,000
2.1.3	Squash Court 2	m2	64	\$1,750	\$ 112,000
2.1.4	Squash Viewing	m2	39	\$2,000	\$ 78,000
2.1.5	Plant over Squash viewing	m2	39	\$1,800	\$ 70,200
2.1.6	Squash Court after hours access	m2	15	\$2,000	\$ 30,000
2.1.7	A-C plant	m2	14	\$1,500	\$ 21,000
2.1.8	Recreation store (x4)	m2	58	\$1,500	\$ 87,000
2.1.9	Bulky Store (x2)	m2	40	\$1,500	\$ 60,000
2.1.10	Female Sports WC/Showers	m2	18	\$3,000	\$ 54,000
2.1.11	Male Sports WC/Showers	m2	18	\$3,000	\$ 54,000
	UAT WC/Shower & Baby Change	m2	8	\$3,500	\$ 28,000
2.1.12	Cleaner and General Store	m2	26	\$1,800	\$ 46,800
Sub-Total for New Building					\$ 2,292,000
2.2 EXTERNAL WORKS					
<u>Roadworks and Pathways</u>					
2.2.1	External paving - Allowance	m2	120	\$85	\$ 10,200
<u>Signage</u>					
2.2.4	Allowance for external building signage	Item		\$	5,000
Sub-total for External Works					\$ 15,200

Item		Unit	Quantity	Rate	Cost
2.3	EXTERNAL SERVICES				
2.3.1	Allowance for stormwater disposal	Item		\$	25,000
2.3.2	Allowance for water tanks including pumps	No	3	\$5,000	\$ 15,000
2.3.3	Allowance for sewer connection	Item		\$	5,000
2.3.4	Allowance for water connection	Item		\$	2,000
Sub-total for External Services					\$ 47,000
2.4	CONTINGENCIES				
2.4.1	Allowance for design contingencies	Item	10%	\$	235,420
2.4.2	Allowance for contract contingencies	Item	5%	\$	129,481
Sub-total for Contingencies					\$ 364,901
2.5	FURNITURE & FITTINGS				
2.5.1	Allowance for loose furniture and fittings	Item		\$	40,000
	Allowance for sports equipment	Item		\$	50,000
Sub-Total for Furniture & Fittings					\$ 90,000
2.6	PROFESSIONAL FEES				
2.6.1	Allowance for professional fees	Item	10%	\$	280,910
2.6.2	Allowance for site visits and disbursements during construction	Item		\$	56,182
Sub-total for Professional Fees					\$ 337,092
2.7	ESCALATION				
2.7.1	Allowance for escalation in costs has not been included	Item	0.00%	\$	-
Sub-total for Escalation					\$ -
TOTAL ESTIMATED COMMITMENT (Perth)					\$ 3,146,193
2.8	LOCATION ALLOWANCE				
2.8.1	Location allowance for Paraburdoo (Excludes Professional Fees).	Item		55% \$	1,545,006
TOTAL ESTIMATED COMMITMENT(Paraburdoo)					\$ 4,691,199
	Goods & Services Tax (10%)			\$	469,120
TOTAL ESTIMATED COMMITMENT (Including GST)					\$ 5,160,319

Item	Unit	Quantity	Rate	Cost
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Exclusions:

Greywater re-use
Legal fees
Upgrade of incoming services if insufficient to meet new demands
Land costs
Holding and finance charges

NOTES:

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Prior to making a financial commitment a detailed budget should be prepared based on input from the architect and the relevant consultants

DRAWINGS:

The following drawings were used in the preparation of this Cost Indication:

Drawing No. P13005 - SK.01E, SK.02D, SK.03D, SK.04C & SK.05A

Item		Unit	Quantity	Rate	Cost
ITEM 3.0 - Reception/Administration/ Kiosk					
<u>AREAS</u>					
	Reception/Administration/Kiosk (FECA 167m2)	m2	214	\$2,277 \$	487,200
3.1	BUILDING WORKS				
	<u>Reception/Administration/Kiosk (FECA 167m2)</u>				
	Assumed that new Recreation/Admin/Kiosk Hall will be built on a level site with no requirements for ramps or retaining walls				
		Note			
	New building comprising:-				
3.1.1	Recreation Manager	m2	15	\$2,400 \$	36,000
3.1.2	Pool Manager	m2	15	\$2,400 \$	36,000
3.1.3	Recreation Administration Office	m2	42	\$2,400 \$	100,800
3.1.4	Pool Kiosk and First Aid	m2	20	\$2,400 \$	48,000
3.1.5	Reception/Work Area	m2	27	\$2,200 \$	59,400
3.1.6	Lobby	m2	45	\$2,200 \$	99,000
3.1.7	Staff Room	m2	15	\$2,400 \$	36,000
3.1.8	Office	m2	15	\$2,400 \$	36,000
3.1.9	Admin store(x 2)	m2	20	\$1,800 \$	36,000
Sub-Total for New Building					\$ 487,200
3.2	EXTERNAL WORKS				
	<u>Roadworks and Pathways</u>				
3.2.1	External paving	m2	145	\$85 \$	12,325
	<u>Signage</u>				
3.2.2	Allowance for external building signage	Item		\$	2,500
	<u>Existing Pool Plant and Store</u>				
6.2.2	Allowance for treatment to external walls	Item		\$	30,750
Sub-total for External Works					\$ 45,575
3.3	EXTERNAL SERVICES				
3.3.1	Allowance for stormwater disposal	Item		\$	25,000
3.3.2	Allowance for water tanks including pumps	No	2	\$5,000 \$	10,000
3.3.3	Allowance for sewer connection	Item		\$	10,000
3.3.4	Allowance for water connection	Item		\$	2,000
Sub-total for External Services					\$ 47,000

Item		Unit	Quantity	Rate	Cost
3.4	CONTINGENCIES				
3.4.1	Allowance for design contingencies	Item	10%	\$	57,978
3.4.2	Allowance for contract contingencies	Item	5%	\$	31,888
Sub-total for Contingencies					\$ 89,865
3.5	FURNITURE & FITTINGS				
3.5.1	Allowance for loose furniture and fittings	Item		\$	40,000
	Allowance for kiosk equipment	Item		\$	25,000
Sub-Total for Furniture & Fittings					\$ 65,000
3.6	PROFESSIONAL FEES				
3.6.1	Allowance for professional fees	Item	10%	\$	73,464
3.6.2	Allowance for site visits and disbursements during construction	Item		\$	14,693
Sub-total for Professional Fees					\$ 88,157
3.7	ESCALATION				
3.7.1	Allowance for escalation in costs has not been included	Item	0.00%	\$	-
Sub-total for Escalation					\$ -
TOTAL ESTIMATED COMMITMENT (Perth)					\$ 822,797
3.8	LOCATION ALLOWANCE				
3.8.1	Location allowance for Paraburdoo (Excludes Professional Fees).	Item		55% \$	404,052
TOTAL ESTIMATED COMMITMENT(Paraburdoo)					\$ 1,226,849
Goods & Services Tax (10%)					\$ 122,685
TOTAL ESTIMATED COMMITMENT (Including GST)					\$ 1,349,534

Item		Unit	Quantity	Rate	Cost
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Exclusions:

Greywater re-use
Legal fees
Upgrade of incoming services if insufficient to meet new demands
Land costs
Holding and finance charges

NOTES:

Please note that this information is for indicative budgeting purposes only and should not be used as the basis for making a financial commitment

Prior to making a financial commitment a detailed budget should be prepared based on input from the architect and the relevant consultants

DRAWINGS:

The following drawings were used in the preparation of this Cost Indication:

Drawing No. P13005 - SK.01E, SK.02D, SK.03D, SK.04C & SK.05A

Item		Unit	Quantity	Rate	Cost
ITEM 4.0 - Sports Hall Function/Meeting Rooms					
<u>AREAS</u>					
	Sports Hall Function/Meeting Room - FECA	m2	375	\$3,049 \$	1,143,300
4.1	BUILDING WORKS				
	<u>Sports Hall (FECA 194m2)</u>				
	Assumed that new Sports Hall Function and Meeting Rooms will be built on a level site with no requirements for ramps or retaining walls				
		Note			
	New building comprising:-				
4.1.1	Function Room Kitchen Servery	m2	41	\$3,300 \$	135,300
4.1.2	Function Room Kitchenette	m2	16	\$3,000 \$	48,000
4.1.3	Function Room	m2	180	\$2,700 \$	486,000
4.1.4	Function room store	m2	52	\$1,500 \$	78,000
4.1.5	Meeting and board room	m2	50	\$2,400 \$	120,000
4.1.6	Function Room Male toilets	m2	18	\$3,500 \$	63,000
4.1.7	Function Room Female toilets	m2	18	\$3,500 \$	63,000
4.1.8	Elevated covered spectator terrace and steps/seating	m2	200	\$750 \$	150,000
Sub-Total for New Building					\$ 1,143,300
4.2	EXTERNAL WORKS				
	<u>Roadworks and Pathways</u>				
4.2.1	External paving	m2	85	\$85 \$	7,225
	<u>Signage</u>				
4.2.2	Allowance for external building signage	Item		\$	1,000
Sub-total for External Works					\$ 8,225
4.3	EXTERNAL SERVICES				
4.3.1	Allowance for stormwater disposal	Item		\$	10,000
4.3.2	Allowance for water tanks including pumps	No	3	\$5,000 \$	15,000
4.3.3	Allowance for sewer connection	Item		\$	5,000
4.3.4	Allowance for grease trap	Item		\$	20,000
4.3.5	Allowance for water connection	Item		\$	5,000
Sub-total for External Services					\$ 55,000

Item		Unit	Quantity	Rate	Cost
4.4	CONTINGENCIES				
4.4.1	Allowance for design contingencies	Item	10%	\$	120,653
4.4.2	Allowance for contract contingencies	Item	5%	\$	66,359
Sub-total for Contingencies					\$ 187,011
4.5	FURNITURE & FITTINGS				
4.5.1	Allowance for loose furniture and fittings	Item		\$	25,000
4.5.2	Allowance for kitchen and bar equipment	Item		\$	75,000
Sub-Total for Furniture & Fittings					\$ 100,000
4.6	PROFESSIONAL FEES				
4.6.1	Allowance for professional fees	Item	10%	\$	149,354
4.6.2	Allowance for site visits and disbursements during construction	Item		\$	29,871
Sub-total for Professional Fees					\$ 179,224
4.7	ESCALATION				
4.7.1	Allowance for escalation in costs has not been included	Item	0.00%	\$	-
Sub-total for Escalation					\$ -
TOTAL ESTIMATED COMMITMENT (Perth)					\$ 1,672,761
4.8	LOCATION ALLOWANCE				
4.8.1	Location allowance for Paraburdoo (Excludes Professional Fees).	Item		55% \$	821,445
TOTAL ESTIMATED COMMITMENT(Paraburdoo)					\$ 2,494,206
Goods & Services Tax (10%)				\$	249,421
TOTAL ESTIMATED COMMITMENT (Including GST)					\$ 2,743,626

Item		Unit	Quantity	Rate	Cost
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Exclusions:

Greywater re-use
Stormwater harvesting
Legal fees
Land costs
Holding and finance charges

NOTES:

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Prior to making a financial commitment a detailed budget should be prepared based on input from the architect and the relevant consultants

DRAWINGS:

The following drawings were used in the preparation of this Cost Indication:

Drawing No. P13002 - P04A - Floor Plan as Proposed (1:200@A1)

Item		Unit	Quantity	Rate	Cost
ITEM 5.0 - Public Toilets & Change Rooms					
<u>AREAS</u>					
	Public Toilets & Change Rooms - FECA	m2	52	\$2,600 \$	135,200
5.1	BUILDING WORKS				
	<u>Public Toilets & Change Rooms (FECA 237m2)</u>				
	Assumed that new Public Toilets & Change Rooms will be built on a level site with no requirements for ramps or retaining walls				
			Note		
	New building comprising:-				
5.1.1	Public Female Toilets	m2	13	\$3,500 \$	45,500
5.1.2	Public Male Toilets	m2	13	\$3,500 \$	45,500
5.1.3	Access toilet/shower	m2	8	\$3,500 \$	28,000
5.1.4	Breezeway link	m2	18	\$900 \$	16,200
				Sub-Total for New Building	\$ 135,200
5.2	EXTERNAL WORKS				
	<u>Signage</u>				
5.2.1	Allowance for external building signage	Item		\$	2,500
				Sub-total for External Works	\$ 2,500

Item		Unit	Quantity	Rate	Cost
5.3	EXTERNAL SERVICES				
5.3.1	Allowance for stormwater disposal	Item		\$	5,000
5.3.2	Allowance for water tanks including pumps	No	0	\$5,000	\$ -
5.3.3	Allowance for sewer connection	Item		\$	5,000
5.3.4	Allowance for water connection	Item		\$	2,000
Sub-total for External Services					\$ 12,000
5.4	CONTINGENCIES				
5.4.1	Allowance for design contingencies	Item	10%	\$	14,970
5.4.2	Allowance for contract contingencies	Item	5%	\$	8,234
Sub-total for Contingencies					\$ 23,204
5.5	FURNITURE & FITTINGS				
5.5.1	Allowance for loose furniture and fittings	Item		\$	6,500
Sub-Total for Furniture & Fittings					\$ 6,500
5.6	PROFESSIONAL FEES				
5.6.1	Allowance for professional fees	Item	10%	\$	17,940
5.6.2	Allowance for site visits and disbursements during construction	Item		\$	3,588
Sub-total for Professional Fees					\$ 21,528
5.7	ESCALATION				
5.7.1	Allowance for escalation in costs has not been included	Item	0.00%	\$	-
Sub-total for Escalation					\$ -
TOTAL ESTIMATED COMMITMENT (Perth)					\$ 200,932
5.8	LOCATION ALLOWANCE				
5.8.1	Location allowance for Paraburdoo (Excludes Professional Fees).	Item		55% \$	98,672
TOTAL ESTIMATED COMMITMENT(Paraburdoo)					\$ 299,604
Goods & Services Tax (10%)					\$ 29,960
TOTAL ESTIMATED COMMITMENT (Including GST)					\$ 329,564

Item		Unit	Quantity	Rate	Cost
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Exclusions:

Greywater re-use
Upgrade of pool and pool filtration system
Legal fees
Land costs
Holding and finance charges

NOTES:

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Prior to making a financial commitment a detailed budget should be prepared based on input from the architect and the relevant consultants

DRAWINGS:

The following drawings were used in the preparation of this Cost Indication:

Drawing No. P13005 - SK.01E, SK.02D, SK.03D, SK.04C & SK.05A

Item		Unit	Quantity	Rate	Cost
ITEM 6.0 - Sports & Pool Changing Rooms					
<u>AREAS</u>					
	Sports & Pool Changing Rooms - FECA	m2	230	\$2,914 \$	670,200
6.1	BUILDING WORKS				
	<u>Sports & Pool Changing Rooms (FECA 230m2)</u>				
	Assumed that new Sports & Pool & Changing Rooms will be built on a level site with no requirements for ramps or retaining walls				
			Note		
	New building comprising:-				
6.1.1	First Aid	m2	12	\$2,400 \$	28,800
6.1.2	Umpires Room	m2	12	\$2,700 \$	32,400
6.1.3	Change Room 1	m2	50	\$3,000 \$	150,000
6.1.4	Change Room 2	m2	50	\$3,000 \$	150,000
6.1.5	Change Room 3	m2	50	\$3,000 \$	150,000
6.1.6	Change Room 4	m2	50	\$3,000 \$	150,000
6.1.7	A-C plant room	m2	5	\$1,800 \$	9,000
Sub-Total for New Building					\$ 670,200
6.2	EXTERNAL WORKS				
	<u>Signage</u>				
6.2.1	Allowance for external building signage	Item		\$	2,500
Sub-total for External Works					\$ 2,500

Item		Unit	Quantity	Rate	Cost
6.3	EXTERNAL SERVICES				
6.3.1	Allowance for stormwater disposal	Item		\$	5,000
6.3.2	Allowance for water tanks including pumps	No	0	\$5,000	\$ -
6.3.3	Allowance for sewer connection	Item		\$	5,000
6.3.4	Allowance for water connection	Item		\$	2,000
Sub-total for External Services					\$ 12,000
6.4	CONTINGENCIES				
6.4.1	Allowance for design contingencies	Item	10%	\$	68,470
6.4.2	Allowance for contract contingencies	Item	5%	\$	37,659
Sub-total for Contingencies					\$ 106,129
6.5	FURNITURE & FITTINGS				
6.5.1	Allowance for loose furniture and fittings	Item		\$	6,500
6.5.2	Pool Supervisors Station	Item		\$	1,000
Sub-Total for Furniture & Fittings					\$ 7,500
6.6	PROFESSIONAL FEES				
6.6.1	Allowance for professional fees	Item	10%	\$	79,833
6.6.2	Allowance for site visits and disbursements during construction	Item		\$	15,967
Sub-total for Professional Fees					\$ 95,799
6.7	ESCALATION				
6.7.1	Allowance for escalation in costs has not been included	Item	0.00%	\$	-
Sub-total for Escalation					\$ -
TOTAL ESTIMATED COMMITMENT (Perth)					\$ 894,128
6.8	LOCATION ALLOWANCE				
6.8.1	Location allowance for Paraburdoo (Excludes Professional Fees).	Item		55% \$	439,081
TOTAL ESTIMATED COMMITMENT(Paraburdoo)					\$ 1,333,209
Goods & Services Tax (10%)					\$ 133,321
TOTAL ESTIMATED COMMITMENT (Including GST)					\$ 1,466,529

Item		Unit	Quantity	Rate	Cost
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Exclusions:

Greywater re-use
Upgrade of pool and pool filtration system
Legal fees
Land costs
Holding and finance charges

NOTES:

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Prior to making a financial commitment a detailed budget should be prepared based on input from the architect and the relevant consultants

DRAWINGS:

The following drawings were used in the preparation of this Cost Indication:

Drawing No. P13005 - SK.01E, SK.02D, SK.03D, SK.04C & SK.05A

Item		Unit	Quantity	Rate	Cost
ITEM 7.0 - Core Circulation					
<u>AREAS</u>					
	Core Circulation - FECA	m2	330	\$2,000 \$	660,000
7.1	BUILDING WORKS				
	<u>Core Circulation (FECA 259m2)</u>				
	Assumed that new Core Circulation will be built on a level site with no requirements for ramps or retaining walls	Note			
	New building comprising:-				
7.1.1	Core Circulation	m2	330	\$2,000 \$	660,000
Sub-Total for New Building				\$	660,000
7.2	EXTERNAL WORKS				
<u>Signage</u>					
7.2.1	Allowance for external building signage	Item		\$	5,000
Sub-total for External Works				\$	5,000
7.3	EXTERNAL SERVICES				
7.3.1	Allowance for stormwater disposal	Item		\$	12,000
Sub-total for External Services				\$	12,000
7.4	CONTINGENCIES				
7.4.1	Allowance for design contingencies	Item	10%	\$	67,700
7.4.2	Allowance for contract contingencies	Item	5%	\$	37,235
Sub-total for Contingencies				\$	104,935
7.5	FURNITURE & FITTINGS				
7.5.1	Allowance for loose furniture and fittings	Item		\$	20,000
Sub-Total for Furniture & Fittings				\$	20,000
7.6	PROFESSIONAL FEES				
7.6.1	Allowance for professional fees	Item	10%	\$	80,194
7.6.2	Allowance for site visits and disbursements during construction	Item		\$	16,039
Sub-total for Professional Fees				\$	96,232

Item		Unit	Quantity	Rate	Cost
7.7	ESCALATION				
7.7.1	Allowance for escalation in costs has not been included	Item	0.00%	\$	-
<i>Sub-total for Escalation</i>					\$ -
TOTAL ESTIMATED COMMITMENT (Perth)					\$ 898,167
7.8	LOCATION ALLOWANCE				
7.8.1	Location allowance for Paraburdoo (Excludes Professional Fees).	Item		55% \$	441,064
TOTAL ESTIMATED COMMITMENT(Paraburdoo)					\$ 1,339,231
Goods & Services Tax (10%)					\$ 133,923
TOTAL ESTIMATED COMMITMENT (Including GST)					\$ 1,473,155

Exclusions:

Greywater re-use
Upgrade of pool and pool filtration system
Legal fees
Land costs
Holding and finance charges

NOTES:

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Prior to making a financial commitment a detailed budget should be prepared based on input from the architect and the relevant consultants

DRAWINGS:

The following drawings were used in the preparation of this Cost Indication:

Drawing No. P13002 - P04A - Floor Plan as Proposed (1:200@A1)

Item		Unit	Quantity	Rate	Cost
ITEM 8.0 - Oval Storage Shed					
<u>AREAS</u>					
	Oval Storage Shed - FECA	m2	176	\$900 \$	158,400
	Pool Plantroom	m2	136	\$2,168 \$	294,800
8.1	BUILDING WORKS				
8.1.1	<u>Oval Storage Shed (FECA 176m2)</u>				
	Assumed that new Oval Storage Shed will be built on a level site with no requirements for ramps or retaining walls	Note			
	New building comprising:-				
8.1.1.1	Oval Storage shed - Colorbond with concrete floor and including power and lighting	m2	176	\$900 \$	158,400
8.1.2	<u>Pool Plantroom (FECA 176m2)</u>				
8.1.2.1	New Pool Plant room and pool store built around existing plant and equipment	m2	136	\$1,800 \$	244,800
8.1.2.2	Allowance to relocate existing balance tank	Item		\$	50,000
Sub-Total for New Building				\$	453,200
8.2	EXTERNAL WORKS				
	<u>Roadworks and Pathways</u>				
8.2.1	Included in Item 7.0 External Works	Note			
	<u>Fencing and Gates</u>				
8.2.2	Included in Item 10.0 - External Works	Note			
Sub-total for External Works				\$	-
8.3	EXTERNAL SERVICES				
8.3.1	Allowance for stormwater disposal	Item		\$	5,000
8.3.2	Allowance for water connection	Item		\$	2,000
8.3.3	Allowance for power connection	Item		\$	5,000
Sub-total for External Services				\$	12,000

Item		Unit	Quantity	Rate	Cost
8.4	CONTINGENCIES				
8.4.1	Allowance for design contingencies	Item	10%	\$	46,520
8.4.2	Allowance for contract contingencies	Item	5%	\$	25,586
				Sub-total for Contingencies	\$ 72,106
8.5	FURNITURE & FITTINGS				
8.5.1	Allowance for loose furniture and fittings	Item		\$	-
				Sub-Total for Furniture & Fittings	\$ -
8.6	PROFESSIONAL FEES				
8.6.1	Allowance for professional fees	Item	10%	\$	53,731
8.6.2	Allowance for site visits and disbursements during construction	Item		\$	10,746
				Sub-total for Professional Fees	\$ 64,477
8.7	ESCALATION				
8.7.1	Allowance for escalation in costs has not been included	Item	0.00%	\$	-
				Sub-total for Escalation	\$ -
TOTAL ESTIMATED COMMITMENT (Perth)					\$ 601,783
8.8	LOCATION ALLOWANCE				
8.8.1	Location allowance for Paraburdoo (Excludes Professional Fees).	Item		55% \$	295,518
TOTAL ESTIMATED COMMITMENT(Paraburdoo)					\$ 897,301
				Goods & Services Tax (10%)	\$ 89,730
TOTAL ESTIMATED COMMITMENT (Including GST)					\$ 987,031

Item	Unit	Quantity	Rate	Cost
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Exclusions:

Greywater re-use
Stormwater harvesting
Shelving etc to stores
Legal fees
Land costs
Holding and finance charges

NOTES:

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Prior to making a financial commitment a detailed budget should be prepared based on input from the architect and the relevant consultants

DRAWINGS:

The following drawings were used in the preparation of this Cost Indication:

Drawing No. P13005 - SK.01E, SK.02D, SK.03D, SK.04C & SK.05A

Item		Unit	Quantity	Rate	Cost
ITEM 10.0 - External Works					
10.1	EXTERNAL WORKS				
	<u>Demolitions</u>				
10.1.1	Allowance for demolition of existing pool buildings	Item		\$	100,000
	<u>Site Clearance</u>				
10.1.2	Clear site of trees and vegetation	m2	8150	\$2	\$ 16,300
	<u>Roadworks and Pathways</u>				
10.1.3	Site paving - Allowance only	m2	1500	\$85	\$ 127,500
10.1.4	Carparking - Allowance only (70 bays)	m2	2100	\$55	\$ 115,500
10.1.5	Vehicle barrier comprising pole bollards at 2400 centres	m	200	\$30	\$ 6,000
10.1.6	Allowance for lighting to carpark	Item		\$	40,000
	<u>Fencing and Gates</u>				
10.1.7	Fencing and gates have been measured with the relevant buildings	Note			
	Allowance for modifications to existing pool fencing	Item		\$	10,000
	<u>Landscaping and Improvements</u>				
10.1.8	Allowance for general landscaping including soil preparation	Item		\$	250,000
10.1.9	Allowance for Interpretative Signage	Item		\$	20,000
10.1.10	Framed signage panels	No	10	\$4,000	\$ 40,000
10.1.11	Shade structures - Solid roof - irregular shaped	m2	24	\$350	\$ 8,400
10.1.12	Allowance for site furniture including picnic tables, seats, rubbish bins etc	Item		\$	30,000
10.1.13	Allowance for BBQ's	Item		\$	20,000
Sub-total for External Works				\$	783,700

Item		Unit	Quantity	Rate	Cost
10.2	EXTERNAL SERVICES				
10.2.1	Allowance for diversion of services	Item		\$	100,000
10.2.2	Allowance for site sewer services	Item		\$	108,000
10.2.3	Allowance for site water services	Item		\$	45,000
10.2.4	Allowance for electrical site services	Item		\$	112,500
10.2.5	Allowance for Western Power Headworks	Item		\$	200,000
10.2.6	Allowance for Water Corp Headworks	Item		\$	80,000
10.2.7	Allowance for Telstra Headworks	Item		\$	10,000
Sub-total for External Services					\$ 655,500
10.3	CONTINGENCIES				
10.3.1	Allowance for design contingencies	Item	10%	\$	143,920
10.3.2	Allowance for contract contingencies	Item	5%	\$	79,156
Sub-total for Contingencies					\$ 223,076
10.4	PROFESSIONAL FEES				
10.4.1	Allowance for professional fees	Item	10%	\$	166,228
10.4.2	Allowance for site visits and disbursements during construction	Item		\$	33,246
Sub-total for Professional Fees					\$ 199,473
10.5	ESCALATION				
10.5.1	Allowance for escalation in costs has not been included	Item	0.00%	\$	-
Sub-total for Escalation					\$ -
TOTAL ESTIMATED COMMITMENT (Perth)					\$ 1,861,749
10.6	LOCATION ALLOWANCE				
10.6.1	Location allowance for Parabudoo (Excludes Professional Fees).	Item		55% \$	914,252
TOTAL ESTIMATED COMMITMENT(Paraburdoo)					\$ 2,776,001
Goods & Services Tax (10%)					\$ 277,600
TOTAL ESTIMATED COMMITMENT (Including GST)					\$ 3,053,601

Item	Unit	Quantity	Rate	Cost
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Exclusions:

Work to existing playing fields
Demolition of existing squash centre
Reticulated gas services
Greywater re-use
Bore and pumps
Legal fees
Upgrade of incoming services if insufficient to meet new demands
Land costs
Holding and finance charges

NOTES:

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Prior to making a financial commitment a detailed budget should be prepared based on input from the architect and the relevant consultants

DRAWINGS:

The following drawings were used in the preparation of this Cost Indication:

Drawing No. P13005 - SK.01E, SK.02D, SK.03D, SK.04C & SK.05A

Item	
PARABURDOO COMMUNITY HUB	YEAR 1
Revised based on Recommendations	
OPERATION	
Operation Expenditure:	
Resourcing	64,204
Resourcing Aquatics	133,680
Other Operating (Facilities Not including Aquatics & Childcare)	517,019
Other Operating Aquatics	521,000
Other Operating Childcare	60,293
Total Operation Expenditure	1,296,196
Operation Income:	
Fees & Charges	58,000
Fees & Charges - Aquatics	62,715
Leases Childcare	109,200
Leases Health and Fitness	50,400
Other Revenue	12,000
Total Operation Income	292,315
Net Operation Surplus (Deficit)	-1,031,708
Annual Net Operation Surplus (Deficit) %	-78.54%



Item	Total Over Cashflow	1	2	3	4	5	6	7	8	9	10	TOTAL
		0	0	0	0	0	0	0	0	0	0	
COMMUNITY HUB OPERATION												
OPERATION EXPENDITURE												
Resourcing	736,023	64,204	66,130	68,114	70,157	72,262	74,430	76,663	78,962	81,331	83,771	736,023
Resourcing Aquatics	1,532,491	133,680	137,690	141,821	146,076	150,458	154,972	159,621	164,410	169,342	174,422	1,532,491
Other Operating Community Hub	6,107,850	517,019	537,700	559,208	581,576	604,839	622,984	641,674	660,924	680,752	701,174	6,107,850
Other Operating - Aquatics Components	6,193,961	521,000	541,840	563,514	586,054	609,496	630,156	651,530	673,645	696,526	720,200	6,193,961
Other Operating Childcare	723,884	60,293	62,705	65,213	67,821	70,534	73,356	76,290	79,341	82,515	85,816	723,884
Other Operating Health and Fitness	334,100	27,828	28,941	30,098	31,302	32,554	33,856	35,211	36,619	38,084	39,607	334,100
Total Operation Expenditure	15,628,310	1,324,023	1,375,005	1,427,967	1,482,987	1,540,144	1,589,754	1,640,988	1,693,902	1,748,550	1,804,990	15,628,310
OPERATION INCOME												
Fees & Charges Community Hub	685,188	58,000	60,320	62,733	65,243	67,851	69,887	71,984	74,143	76,368	78,659	685,188
Fees & Charges Aquatics	697,635	62,715	61,064	63,506	66,046	68,688	70,749	72,871	75,058	77,309	79,629	697,635
Leases Childcare	1,251,856	109,200	112,476	115,850	119,326	122,906	126,593	130,391	134,302	138,331	142,481	1,251,856
Leases Health and Fitness	577,780	50,400	51,912	53,469	55,073	56,726	58,427	60,180	61,986	63,845	65,761	577,780
Other Revenue	137,567	12,000	12,360	12,731	13,113	13,506	13,911	14,329	14,758	15,201	15,657	137,567
Total Operation Income	3,350,024	292,315	298,132	308,290	318,801	329,677	339,567	349,754	360,247	371,055	382,186	3,350,024
OPERATION SURPLUS (DEFICIT)	- 12,278,286	- 1,031,708	- 1,076,874	- 1,119,678	- 1,164,186	- 1,210,467	- 1,250,187	- 1,291,234	- 1,333,654	- 1,377,494	- 1,422,804	



Item	Notes	Present Day Budget (exc. GST)	Total Over Cashflow (Incl Escalation)	1	2	3	4	5	6	7	8	9	10	TOTAL
EXPENDITURE														
OPERATION EXPENDITURE (Multipurpose Community Centre)														
Resourcing														
Recreation Manager	3.00%	4,315	49,463	4,315	4,444	4,577	4,715	4,856	5,002	5,152	5,307	5,466	5,630	49,463
Recreation Officer (Required)	1 PTE (5hrs F/N)	21,239	243,481	21,239	21,876	22,532	23,208	23,905	24,622	25,360	26,121	26,905	27,712	243,481
Administration/Reception Staff/Kiosk Staff	1 PTE (40hrs F/N)	14,560	166,914	14,560	14,997	15,447	15,910	16,387	16,879	17,385	17,907	18,444	18,997	166,914
Cleaner	Casual (0.25 FTE)	20,340	233,175	20,340	20,950	21,579	22,226	22,893	23,580	24,287	25,016	25,766	26,539	233,175
Supervisor	1 PTE	3,325	38,117	3,325	3,425	3,527	3,633	3,742	3,855	3,970	4,089	4,212	4,338	38,117
Supervisor	Casual	425	4,872	425	438	451	464	478	493	507	523	538	555	4,872
			736,023	64,204	66,130	68,114	70,157	72,262	74,430	76,663	78,962	81,331	83,771	731,151
Resourcing Aquatics														
Pool Supervisors	1.5 FTE	90,000	1,031,749	90,000	92,700	95,481	98,345	101,296	104,335	107,465	110,689	114,009	117,430	1,031,749
Casual Lifeguard	0.5 FTE	29,120	333,828	29,120	29,994	30,893	31,820	32,775	33,758	34,771	35,814	36,888	37,995	333,828
Administration/Reception Staff/Kiosk Staff	Casual (0.25 FTE)	14,560	166,914	14,560	14,997	15,447	15,910	16,387	16,879	17,385	17,907	18,444	18,997	166,914
			1,532,491	133,680	137,690	141,821	146,076	150,458	154,972	159,621	164,410	169,342	174,422	1,532,491
Other Operating Community Hub														
Insurance	4.00%	\$/square metre 13.77	372,684	31,547	32,809	34,121	35,486	36,906	38,013	39,153	40,328	41,538	42,784	372,684
Air conditioning Maintenance	4.00%	6.00	162,390	13,746	14,296	14,868	15,462	16,081	16,563	17,060	17,572	18,099	18,642	162,390
Power Costs	4.00%	37.00	1,001,402	84,767	88,158	91,684	95,351	99,165	102,140	105,205	108,361	111,612	114,960	1,001,402
Fire Service maintenance	4.00%	1.00	27,065	2,291	2,383	2,478	2,577	2,680	2,761	2,843	2,929	3,017	3,107	27,065
Repairs and Maintenance	4.00%	32.00	866,078	73,312	76,244	79,294	82,466	85,765	88,338	90,988	93,717	96,529	99,425	866,078
Security	4.00%	3.50	112,672	9,538	9,919	10,316	10,728	11,158	11,492	11,837	12,192	12,558	12,935	112,672
Gardens and Parks Maintenance	4.00%	26.55	718,574	60,826	63,259	65,789	68,421	71,158	73,293	75,491	77,756	80,089	82,491	718,574
Cleaning	4.00%	15.51	419,777	35,533	36,955	38,433	39,970	41,569	42,816	44,101	45,424	46,786	48,190	419,777
Administration Allocation	4.00%	66,840.00	789,620	66,840	69,514	72,294	75,186	78,193	80,539	82,955	85,444	88,007	90,648	789,620
Kiosk/Merchandise Costs	4.00%	8,000.00	94,509	8,000	8,320	8,653	8,999	9,359	9,640	9,929	10,227	10,533	10,849	94,509
Depreciation	4.00%	100,000.00	1,181,359	100,000	104,000	108,160	112,486	116,986	120,495	124,110	127,834	131,669	135,619	1,181,359
Other Operating - Office Expenses etc	4.00%	10,000.00	118,136	10,000	10,400	10,816	11,249	11,699	12,050	12,411	12,783	13,167	13,562	118,136
Water Consumption	4.00%	9.00	243,584	20,619	21,444	22,302	23,194	24,121	24,845	25,590	26,358	27,149	27,963	243,584
			6,107,850	517,019	537,700	559,208	581,576	604,839	622,984	641,674	660,924	680,752	701,174	6,107,850
Other Operating - Aquatics Components														
Building Ops - Swimming Pool	4.00%	Based on Actuals 13.77	3,012,465	255,000	265,200	275,808	286,840	298,314	307,263	316,481	325,976	335,755	345,828	3,012,465
Repairs and Maintenance	4.00%	32.00	413,476	35,000	36,400	37,856	39,370	40,945	42,173	43,439	44,742	46,084	47,467	413,476
Pool Chemicals Etc	4.00%		420,214	35,000	36,400	37,856	39,370	40,945	42,583	44,286	46,058	47,900	49,816	420,214
Administration Allocation	4.00%		720,366	60,000	62,400	64,896	67,492	70,192	72,999	75,919	78,956	82,114	85,399	720,366
Works Program	4.00%		240,122	20,000	20,800	21,632	22,497	23,397	24,333	25,306	26,319	27,371	28,466	240,122
General Pool Ops	4.00%		240,122	20,000	20,800	21,632	22,497	23,397	24,333	25,306	26,319	27,371	28,466	240,122
Depreciation	4.00%	68,000.00	816,415	68,000	70,720	73,549	76,491	79,550	82,732	86,042	89,483	93,063	96,785	816,415
Housing (Pool Supervisor)	4.00%	90,000	330,780	28,000	29,120	30,285	31,496	32,756	33,739	34,751	35,793	36,867	37,973	330,780
			6,193,961	521,000	541,840	563,514	586,054	609,496	630,156	651,530	673,645	696,526	720,200	6,193,961
Other Operating Childcare														
Insurance	4.00%	\$/square metre 13.77	120,356	10,025	10,426	10,843	11,276	11,727	12,196	12,684	13,192	13,719	14,268	120,356
Air conditioning Maintenance	4.00%	6.00	52,443	4,368	4,543	4,724	4,913	5,110	5,314	5,527	5,748	5,978	6,217	52,443
Fire Service maintenance	4.00%	1.00	8,740	728	757	787	819	852	886	921	958	996	1,036	8,740
Repairs and Maintenance	4.00%	32.00	279,694	23,296	24,228	25,197	26,205	27,253	28,343	29,477	30,656	31,882	33,157	279,694
Security	4.00%	3.50	30,592	2,548	2,650	2,756	2,866	2,981	3,100	3,224	3,353	3,487	3,627	30,592
Gardens and Parks Maintenance	4.00%	26.55	232,059	19,328	20,102	20,906	21,742	22,611	23,516	24,457	25,435	26,452	27,510	232,059
			723,884	60,293	62,705	65,213	67,821	70,534	73,356	76,290	79,341	82,515	85,816	723,884
Other Operating Health and Fitness														
Insurance	4.00%	\$/square metre 13.77	55,549	4,627	4,812	5,004	5,204	5,413	5,629	5,854	6,088	6,332	6,585	55,549
Air conditioning Maintenance	4.00%	6.00	24,204	2,016	2,097	2,181	2,268	2,358	2,453	2,551	2,653	2,759	2,869	24,204
Fire Service maintenance	4.00%	1.00	4,034	336	349	363	378	393	409	425	442	460	478	4,034
Repairs and Maintenance	4.00%	32.00	129,090	10,752	11,182	11,629	12,095	12,578	13,081	13,605	14,149	14,715	15,303	129,090
Security	4.00%	3.50	14,119	1,176	1,223	1,272	1,323	1,376	1,431	1,488	1,548	1,609	1,674	14,119
Gardens and Parks Maintenance	4.00%	26.55	107,104	8,921	9,278	9,649	10,035	10,436	10,854	11,288	11,739	12,209	12,697	107,104
			334,100	27,828	28,941	30,098	31,302	32,554	33,856	35,211	36,619	38,084	39,607	334,100
Total Operation Expenditure			15,628,310	1,324,023	1,375,005	1,427,967	1,482,987	1,540,144	1,589,754	1,640,988	1,693,902	1,748,550	1,804,990	15,628,310
TOTAL EXPENDITURE			15,628,310	1,324,023	1,375,005	1,427,967	1,482,987	1,540,144	1,589,754	1,640,988	1,693,902	1,748,550	1,804,990	15,628,310

Long Term Escalation (years 6+)

3.00%



	Unit	Annual Net Rent Income	Total Over Cashflow	1 0	2 0	3 0	4 0	5 0	6 0	7 0	8 0	9 0	10 0	Total
INCOME														
OPERATION INCOME														
Fees & Charges Community Hub														
Squash Court		10,000	118,136	10,000	10,400	10,816	11,249	11,699	12,050	12,411	12,783	13,167	13,562	118,136
Multipurpose Community Centre Fees and Charges		33,000	389,848	33,000	34,320	35,693	37,121	38,605	39,763	40,956	42,185	43,451	44,754	389,848
Other Fees & Charges		15,000	177,204	15,000	15,600	16,224	16,873	17,548	18,074	18,617	19,175	19,750	20,343	177,204
			685,188	58,000	60,320	62,733	65,243	67,851	69,887	71,984	74,143	76,368	78,659	685,188
Fees & Charges Aquatics														
Kiosk Sales				4000	4,160	4,326	4,499	4,679	4,820	4,964	5,113	5,267	5,425	47,254
Aquatic Entry Fees		58,715	693,635	58,715	61,064	63,506	66,046	68,688	70,749	72,871	75,058	77,309	79,629	693,635
			693,635	62,715	61,064	63,506	66,046	68,688	70,749	72,871	75,058	77,309	79,629	693,635
Leases Childcare														
Childcare (ELC) Services Lease		3.00%												
			1,251,856	109,200	112,476	115,850	119,326	122,906	126,593	130,391	134,302	138,331	142,481	1,251,856
			1,251,856	109,200	112,476	115,850	119,326	122,906	126,593	130,391	134,302	138,331	142,481	1,251,856
Leases Health and Fitness														
Health and Fitness Centre		50,400	577,780	50,400	51,912	53,469	55,073	56,726	58,427	60,180	61,986	63,845	65,761	577,780
			577,780	50,400	51,912	53,469	55,073	56,726	58,427	60,180	61,986	63,845	65,761	577,780
Other Revenue														
Oval Hire		3.00%												
			137,567	12,000	12,360	12,731	13,113	13,506	13,911	14,329	14,758	15,201	15,657	137,567
			137,567	12,000	12,360	12,731	13,113	13,506	13,911	14,329	14,758	15,201	15,657	137,567
Total Operation Income				292,315	298,132	308,290	318,801	329,677	339,567	349,754	360,247	371,055	382,186	3,346,024
TOTAL OPERATION INCOME			3,350,024	292,315	298,132	308,290	318,801	329,677	339,567	349,754	360,247	371,055	382,186	3,346,024
TOTAL INCOME			3,350,024	292,315	298,132	308,290	318,801	329,677	339,567	349,754	360,247	371,055	382,186	3,346,024

Fees and charges Years 1 & 2 4.00%
 Fees and charges 3 - 5 4.00%
 Fees and charges Years 6+ 3.00%
 Long Term Escalation (years 6+) 3.00%

Casey Newby

From: Megan Walsh
Sent: Friday, 8 November 2013 10:01 AM
To: Emma Heys; Casey Newby
Subject: FW: Onslow Airport Temp Office

Hi Emma
Here is the correspondence as requested.

Regards
Megan

From: Stephen Boyd [<mailto:exmouthaviation@westnet.com.au>]
Sent: Thursday, 7 November 2013 2:55 PM
To: Megan Walsh
Subject: Onslow Airport Temp Office

Hi Megan

I would like to submit our official expression of interested to lease office space in the current temporary Onslow Airport Terminal for the purposes of providing aviation ground handling support.

Onslow Airport Services (though our parent company Exmouth Aviation Services) currently have agreements (both written and verbal) to provide ground handling services for several airlines who are operating to/from Onslow. Our agreements are non exclusive which allows us to provide services to any airline

I would happy to discuss this further with you, please do not hesitate in contacting me

Regards

Stephen Boyd
Director
Onslow Airport Services
Exmouth Aviation Services

COPY

SHIRE OF ASHBURTON
("The Landlord")

AND

SKILLED GROUP LTD
("The Tenant")

PORTION OF
84 ASHBURTON COURT,
PARARBURDOO

THIS LEASE is made the **27th** day of **October** **2009**

B E T W E E N

THE SHIRE OF ASHBURTON of Poinciana Street Tom Price in the State of Western Australia
("the Landlord")

AND

SKILLED GROUP LTD – C/- Blake Read, Cnr of Welshpool Road & Tomlinson Road, Welshpool in the State of Western Australia
("the Tenant")

GRANT OF LEASE

1. The landlord leases to the tenant a portion of the premises being that part of the land and building situated at **84 Ashburton Court, Paraburdoo** ("the Landlords property") coloured yellow on the attached plan ("the premises") and being part of **Lot 811** on deposited plan **15743** and part of the land in Certificate of Title **Volume 1786 Folio 666** together with the right to use the common areas in common with other persons entitled to use them and the tenant agrees to take the lease on the terms and conditions herein contained.

TERM

2. The term of the lease will be a period commencing on **27th October 2009** and expiring on **27th October 2011**.

OPTION TO RENEW

3. If the tenant wishes to renew the lease it shall notify the landlord in writing not earlier than nine months and not later than six months before the end of the term of the lease and if there is no outstanding breach of the lease at the end of the term the landlord will lease the Premises to the tenant for a further term of **two (2)** years commencing on the expiry date of the term of the lease upon the same terms and conditions as are contained in this lease (excepting this clause) and at a rent to be determined pursuant to the provisions of the Schedule .

PERMITTED USE

4. The tenant shall use the premises for an **Administration Office** and for no other purpose.

RENT

5. The tenant shall pay rent to the landlord as provided in and subject to variation in accordance with the provisions of the Schedule.

OUTGOINGS

6. The tenant shall pay variable outgoings as provided in the Schedule.

SERVICES

7. The tenant shall pay the landlord or as directed by the landlord for all water, gas, electricity, telephone, heat and other utilities and services which are provided to the premises. **The tenant shall pay 50% of all rates for the premises.**

COSTS

8. The tenant shall pay the landlord's legal and other costs:
 - (a) of preparing and stamping this lease, including stamp duty (if any).
 - (b) of considering and giving consent to any sublease or assignment of lease, including any costs which the landlord may incur in making inquiries as to any proposed subtenant or assignee and the preparation of any sublease or assignment of lease including stamp duty.
 - (c) incurred by reason of any breach of the lease by the tenant or the termination of the lease.

INTEREST

9. The tenant shall be liable to the landlord for interest on any moneys payable by the tenant under the lease at the prevailing bank overdraft rate charged by the landlord's banker.

GST

10. 10.1 In this clause:
 - (a) **"GST"** means any tax calculated by reference to the value of goods or services provided, calculated and levied at the point of sale or supply of the goods or services and includes GST as that term used in the GST Act;

- (b) **"GST Act"** means *A New Tax System (Goods and Services Tax) Act 1999* and includes other GST related legislation and regulations under the legislation, as amended from time to time;
- (c) **"Payment"** includes every amount (other than GST) payable by the tenant to the landlord under or in connection with this lease, whether as rent, turnover rent, outgoings, costs, expenses, damages or as any other kind of payment; and
- (d) Except for terms defined in this lease, terms used in this clause have the same meaning as in the GST Act.

10.2 Each payment is exclusive of GST.

10.3 Each payment must be increased by the GST applying to the payment or imposed on the taxable supply in respect of which the payment is made.

The tenant must pay the GST referred to in clause 12.3, at the time the payment in respect of which the GST applies is due under this lease.

SUBLEASE OR ASSIGNMENT

11. The tenant may not assign the lease or sublet or part with possession of the premises or any part of them without the consent in writing of the landlord. The landlord will not unreasonably withhold its consent but shall be entitled to do so if the tenant has at any time acted in breach of the lease or if the tenant or proposed subtenant or assignee will not execute a sublease or assignment of lease as required by the landlord or if the proposed subtenant or assignee, being a company, will not provide a guarantee by an individual person satisfactory to the landlord. If the tenant is a company any change of the shareholding of the company shall be deemed to be an assignment of the lease requiring the consent of the landlord. The provisions of sections 80 and 82 of the Property Law Act do not apply to this lease.

MAINTENANCE OF PREMISES

12. The Tenant must:

- (a) Maintain the premises in the condition they were in immediately before the commencement date except for fair wear and tear;
- (b) Keep the premises clean and free of rubbish and pests;
- (c) Maintain the tenant's property including signs in or attached to the premises in good condition; and

- (d) Paint and decorate the premises with good quality materials and in a proper manner to specifications approved by the landlord during the last three months of the term and any further term;
- (e) Promptly repair any damage to the premises;
- (f) Promptly repair any damage to the common areas caused by the tenant,

However nothing in this clause or the lease shall require the Tenant to repair or replace any damage which has not been caused by the negligence or default of the Tenant.

INSURANCE AND INDEMNITY

13. 13.1 The tenant shall take out and keep current in the name of the landlord and the tenant, at its own expense, with an insurer agreed by the landlord and to the satisfaction of the landlord the following insurance policies in relation to the premises.
- (a) A public liability policy which provides for a minimum cover for each accident, claim or event of no less than \$10,000,000.00.
 - (b) A plate glass policy for all plate glass in the premises.
 - (c) A policy covering any loss or damage to the tenant's property to the full insurable value thereof.
- 13.2 The tenant is to provide evidence of the currency of these policies to the landlord as requested from time to time.
- 13.3 The tenant shall indemnify the landlord against any liability the landlord may suffer by reason of the use of the premises by the tenant or any action or inaction by the tenant in the premises or the landlord's property or the avoidance or invalidation of any of the insurance policies.
- 13.3 The landlord is not liable to the tenant and the tenant will not make a claim against the landlord in respect of any liability resulting from any accident, death, injury, damage to any property, interruption of services, or other event of a similar nature in or affecting the premises or the landlord's property unless caused by the negligence of the landlord or any employee, contractor or agent of the landlord.
- 13.4 Despite the above, the tenant's liability to indemnify the landlord under the lease shall be reduced to the extent that the landlord or anyone over whom the landlord may exercise authority (other than the tenant) have by their acts, omissions or default caused or contributed to the loss, damage or liability.

MANAGEMENT OF THE LANDLORD'S PROPERTY

- 14 The landlord may
 - 14.1 Control the use of the common areas.
 - 14.2 Alter extend or renovate any part of the landlord's property except the premises.
 - 14.3 Change the services to the landlord's property.
 - 14.4 Enter the premises for the purpose of doing anything which should have been done by the tenant under the lease.
 - 14.5 Convert the landlord's property into a strata plan whereupon the tenant shall agree to such variations to this lease as may be required to impose upon the tenant the obligations to comply with the strata plan bylaws and pay the strata levies applicable to the premises.

MANAGING AGENT

15. The landlord may appoint a managing agent to manage the landlord's property and represent the landlord in relation to this lease. If the landlord appoints a managing agent, the managing agent may exercise the rights and powers of the landlord under this lease. The landlord may at any time vary or terminate the authority of the managing agent.

DESTRUCTION OR DAMAGE TO PREMISES

16. If, at any time during the lease some natural disaster or other event occurs which is beyond the reasonable control of the landlord and which destroys or substantially damages the premises and after one month the premises have not been reconstructed or restored to a condition in which the tenant is able to conduct its business in a reasonable manner, either the landlord or the tenant may notify the other of its intention to terminate the lease and the lease will terminate one month after the date of notification.

REDEVELOPMENT

17. 17.1 Notwithstanding clause 14.2, if at any time during the term of the lease the landlord wishes to alter, extend or redevelop the whole or part of the premises the landlord may terminate the lease by giving the tenant 6 months written notice.

- 17.2 The landlord shall after giving notice of termination pursuant to this clause grant the tenant an option to take a lease of other premises in the landlord's property exercisable by notice in writing within 30 days of the tenant receiving notice.
- 17.3 If the option is exercised by the tenant, the landlord does not warrant or represent that the new premises are suitable for or have a similar trading potential to the existing premises.
- 17.4 The terms and conditions of the new lease are to be substantially similar to the existing lease.
- 17.5 If alternative premises are not available in the landlord's property the landlord shall pay compensation to the tenant being such proportion of the tenant's cost of fitting out the premises as shall equal the proportion of the term of the lease left to run after the date of termination of the lease under this clause.
- 17.6 The exercise by the landlord of the right given by this clause does not constitute a breach of the landlord's covenant for quiet enjoyment.

QUIET ENJOYMENT

18. If the tenant observes and complies with the terms and conditions of the lease it may use and occupy the premises during the term of the lease without any interference from the landlord or any person lawfully claiming under the landlord, subject to the provisions of the lease and the landlord's rights under it.

NO WARRANTY

19. 19.1 The tenant has relied on the tenant's own enquiries about any planning controls affecting the premises or otherwise about how the premises may lawfully be used and not on any representation from the landlord.
- 19.2 The landlord does not give any warranty of any kind that the premises is suitable for any purpose for which the tenant intends to use it. Any warranty in relation to the premises which is implied by law is excluded to the extent that the law permits the warranty to be excluded.

EXPIRY OF LEASE

20. Upon the expiry or earlier termination of the lease the tenant shall:
- (a) vacate the premises;
 - (b) remove the tenant's property;

- (c) reinstate the premises to the condition they were in before the commencement of the lease;
- (d) withdraw any caveat registered by the tenant to protect its interest in the lease.

TERMINATION

- 21. 21.1 The landlord may terminate this lease in the manner set out below if the tenant acts in breach of any term or condition of the lease, or any rule made under the lease, and such breach shall continue for another 14 days after the landlord has given notice to the tenant requiring that the breach be rectified.
- 21.2 The landlord may terminate the lease by notifying the tenant to that effect or re-entering the leased premises, with force if necessary, and ejecting the tenant and all other persons from the leased premises and repossessing them.
- 21.3 If the landlord shall terminate the lease, the tenant will not be released from liability for any prior breach of the lease and other remedies available to the landlord for recovery of arrears of rent or for breach of the lease will not be prejudiced.
- 21.4 If the landlord terminates the lease and in the event that the tenant owes any money whatsoever to the landlord, the landlord will at termination become the sole beneficial owner of all the tenant's fixtures, fittings, plant and equipment and the landlord will be permitted to sell or otherwise retain all such goods as a partial or complete set off for any monies owed to the landlord by the tenant.
- 21.5 If the landlord terminates the lease, in addition to any other rights and remedies which it might have, it may recover from the tenant damages for the loss of the benefit of so much of the lease as would have subsisted but for the termination.

HOLDING OVER

- 22. If the tenant has not exercised an option to extend this lease, but the landlord consents to the tenant continuing to occupy the premises after the end of the term, the tenant will be a monthly tenant of the premises and:
 - (a) The monthly tenancy may be terminated by either party giving to the other at least one month's notice which may expire on any day; and
 - (b) The rent will be the same rent payable immediately before the end of the term but the rent is to be reviewed at the end of every 12 months from the end of the Term on the basis that on each date for review the annual rent is to be increased to the amount of the annual rent applying immediately before the date for review plus 5% of that amount; and

- (c) All the other provisions of this lease will continue to apply except any option to extend this lease.

ESSENTIAL TERMS AND DAMAGES

23. 23.1 Every obligation of the Tenant under this Lease:
- (a) To pay money; or
 - (b) Not to do something without the landlord's consent; or
 - (c) Relating to damage to the premises or to the state of repair or condition of the premises,
- is an essential term of this Lease. (This clause does not prevent other obligations being essential terms).
- 23.2 If the Tenant defaults by not performing or complying with any obligation which is an essential term, the landlord is entitled to recover damages for losses over the whole term, including losses caused by the non-payment of money by the tenant over that period, even if this lease is terminated by the landlord as a result of the tenant's default before the expiry date.
- 23.3 This clause is not to be taken as relieving the landlord of any duty to mitigate losses which is imposed by law.

NOTICES

24. Where the lease provides that one party is to notify or give notice to the other, any such notice may be served by personal delivery or by prepaid post addressed to the last known address of the party to be served.

DEFINITIONS

25. These definitions apply unless they are inconsistent with the context.
- 'Common areas' means the entrances, exits, carpark, pathways, foyers, corridors, toilets, and stairways of the landlord's property not comprising the premises or any other property leased by the landlord to any person.
- 'Consumer Price Index' means the Consumer Price Index All Groups Perth as published by the Australian Bureau of Statistics, and includes any index published in substitution for the Consumer Price Index.
- 'Landlord' includes the person or persons who are the registered proprietor for the time being of the landlord's property and if at any time that person is not the person

named as a party to this lease the term 'landlord' does not include the person named as the landlord in this lease.

'Lease' means this document.

'Managing Agent' means the managing agent appointed by the landlord pursuant to clause 16.

'Outgoings' means the total of the amounts paid by the Landlord or for the payment of which the Landlord may be or become liable in respect of the premises and services or commodities provided or supplied thereto and being the outgoings specified in the Schedule.

'Premises' means the premises described in clause 1 of this lease and including the under face of the ceiling and the upper face of the floor slab and includes all carpets, floor coverings, curtains, blinds and other fixtures and fittings belonging to the landlord and all additions, modifications and replacements thereto from time to time and includes any part thereof.

'Landlord's Property' means the land and building owned by the Landlord and described as the Landlord's property in clause 1 hereof.

'Rent' means the rent specified in Schedule one.

'Tenant' includes the tenant named in this lease and all assignees of the tenant approved by the landlord.

INTERPRETATION

26. The following apply in the interpretation of this lease unless they are inconsistent with the context in which they are used.
- (a) For ease of reference, paragraph headings have been included, but the lease is not to be construed or interpreted by reference to them.
 - (b) References to the premises or the landlord's property include references to part of them.
 - (c) References to corporations include natural persons and vice versa.
 - (d) References to the singular number include the plural number and vice versa.
 - (e) References to any gender include any other gender.
 - (f) If the tenant comprises more than one person, their liabilities under the lease are joint and several.
 - (g) Covenants implied by statute are not incorporated in the lease, unless the relevant statute provides that certain covenants are to be implied and cannot be excluded by agreement.

- (h) Time shall be of the essence in the performance and observance of the provisions of this lease.

SPECIAL CONDITIONS

- 27 As per agreed on the submitted tender documentation Skilled Group Ltd are to complete renovations of subdivision of office by installing partitioning wall and new front doorway to office to the satisfaction of the Chief Executive Officer prior to occupancy.
- 28 Electricity and Water Accounts will be invoiced out by the Shire at 50% until individual metres are installed and then accounts will be transferred into the tenant's name.

This Lease is signed by the parties as a deed.

The Common Seal of
THE SHIRE OF ASHBURTON
 was affixed hereto
 in the presence of



J. Murgave

Shire President

[Signature]

Chief Executive Officer

The Common Seal of
SKILLED GROUP LIMITED
 was affixed hereto
 in the presence of



J.B. Dixon
 Director

[Signature]

B. J. Maher
 Secretary

[Signature]

THE SCHEDULE

1. RENT

The tenant shall pay to the landlord a rent of \$ **2166.00** per calendar month (exclusive of GST) in advance.

The first instalment of rent is to be paid on the first day of the term and subsequent instalments are to be paid on the first day of each calendar month during the term.

2. CPI RENT REVIEW

The rent shall be adjusted on **1st November** every year and the rent to be paid from each CPI rent review date shall be determined by multiplying the rent payable immediately preceding the CPI rent review date by a fraction obtained by dividing the Consumer Price Index Perth All Groups as determined immediately prior to the CPI rent review date by the Consumer Price Index as determined immediately prior to the previous CPI rent review date or market review date (as defined in clause 3 hereof) whichever is the most recent .

3. MARKET VALUE RENT REVIEW

3.1 The rent shall be reviewed on **30th September (2010, 2011, 2012, 2013)** and the rent to be paid from such dates until the following CPI rent review date shall be determined as follows:-

3.2 The Landlord shall not later than 1 month prior to each market review date notify the Tenant what the Landlord proposes as the rent after the market review date, being an amount which in the opinion of the Landlord would be the current market rent.

3.3 The Tenant shall within 14 days of being notified pursuant to sub-clause 3.2 notify the Landlord whether it agrees or does not agree to pay the rent proposed by the Landlord and if the Tenant neglects to so notify the Landlord the Tenant shall be deemed to have agreed to pay the rent proposed by the Landlord then the rent proposed by the Landlord shall apply from the market review date.

3.4 If the Tenant within the period specified in sub-clause 3.3 notifies the Landlord that the Tenant does not agree to pay the rent proposed by the Landlord and the Landlord and the Tenant fail to agree upon the current market rent of the premises within that period then the rent payable from the market review date shall be determined to be the current market rent of the premises by a licensed valuer under the Land Valuers Licensing Act 1978 agreed by the parties or, if they cannot agree, appointed by the President of the Australian Property Institute (Inc) (W.A. Division)

provided that in any event the rent so determined shall not be less than the rent payable immediately prior to the market review date.

3.5

The Landlord shall not by reason of its failure to give notice of the rent which it proposes from a rent review date within the time hereinbefore mentioned forfeit its right to have the rent from the rent review date reviewed and if the Landlord gives such notice as aforesaid later than the time hereinbefore specified for the giving of the notice then the Landlord's notice whenever given shall be of the same force and effect as if it were given as hereinbefore specified and the rent payable from the rent review date shall date back to and be payable from the rent review date."

3. OUTGOINGS

The tenant shall pay to the landlord or as directed by the landlord:

- (a) 50% of Water rates levied on the premises.
- (b) 50% of Land tax levied on the premises.
- (c) Insurance premiums paid by the landlord in respect of any risk relating to the landlord's ownership or interest in the premises and any equipment, plant, appliance or plate glass therein and against damage by such risk against which the landlord may choose to insure.
- (d) Charges for water consumption and electricity on the premises.
- (e) Strata levies in respect of the premises if the landlord's property is converted into a strata plan

- 2011 -

SHIRE OF ASHBURTON

(the "Landlord")

AND

SKILLED GROUP LTD

(the "Tenant")

DEED OF RENEWAL AND VARIATION TO LEASE

Portion of 84 Ashburton Court,

PARABURDOO

WA

LEASE RENEWAL

DATED: 17 AUGUST 2011

The Shire of Ashburton of Poinciana St, Tom Price 6751(the "**Landlord**")

AND

SKILLED GROUP LTD (ACN 005 585 811) of Level 15, 380 St Kilda Rd Melbourne 3004 (the "**Tenant**")

BACKGROUND

- A. By a lease (Lease) expressed to commence on 27th October 2009 the Landlord leased to the Tenant the premises situated at 84 Ashburton Court, Paraburdoo (Premises) for a term of 2 years subject to the terms of the Lease.
- B. Clause 3 of the Lease provides that the Landlord grant the Tenant upon application (subject to the terms of the Lease), one further Term of 2 years.
- C. Subsequent to the Tenant's application the Landlord has agreed to renew the Lease for a further Term of 2 years commencing 27th October 2011 subject to the terms of this deed.

AGREED TERMS:

1. Defined Terms

In this deed:

Commencement Date means 27th October 2011

Expiry Date means 26th October 2013

Rent means the amount of \$ 27,132 (per annum)

Term means two years

2. Renewal of the Lease

The Lessor leases the Premises to the Lessee for the Term:

- (a) At the Rent specified; and
- (b) with such changes to Schedule and the Lease as are necessary to incorporate the changes previously noted; and
- (c) otherwise on the same conditions as are set out in the Lease.

3. Changes to the Lease

The first paragraph of clause 13.1 is changed as follows:

“The Tenant shall take out and keep current with a reputable insurer the following policies which in the case of paragraphs (a) and (b) are extended to indemnify the Landlord as principal to the extent of its vicarious liability for the acts or omissions of the Tenant.”

4. Lessor's and Lessee's Obligations

The Lessor and Lessee must each comply with their obligations under the Lease, as renewed and varied by this deed, in the same way as if those obligations were repeated in full in this deed, with only those changes necessary for them to apply to this deed.

4. Costs

The costs of and incidental to the negotiation and preparation of this Deed shall be borne by the Lessee.

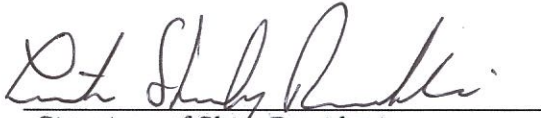
5. Retail and Commercial Leases Act

If any provision or covenant of the Lease as hereby varied is rendered void or unenforceable by the operation of the Fair Trading Act (1990) or any other Act, then such provision or covenant or part thereof shall be read down to the extent necessary or, if the same cannot be read so down, severed from the balance of the Lease without affecting the validity of the remaining provisions which shall remain of full force and effect.

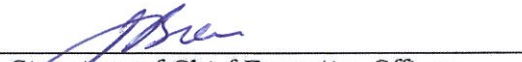
EXECUTED by the Parties on the date first mentioned



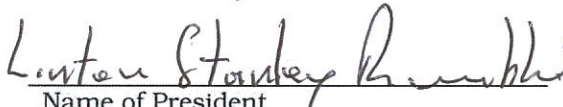
Executed by **The Shire of**)
Ashburton in accordance with its)
constitution)



Signature of Shire President



Signature of Chief Executive Officer

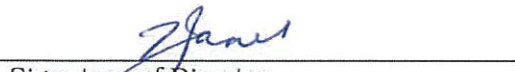


Name of President



Name of Chief Executive Officer

Executed by **SKILLED GROUP**)
LTD (ACN 062 943 640) in)
accordance with Section 127 of the)
Act)




Signature of Director



Signature of Director/Secretary



Name of Director



Name of Director/Secretary

SHIRE OF ASHBURTON



REQUEST FOR TENDER

Request Tender	LEASE OF PREMISES PORTION LOT 811 ASHBURTON AVENUE, PARABURDOO. (REFERRED TO AS 84 ASHBURTON AVENUE)
Deadline	9.00AM 7TH OCTOBER 2013 (WST)
Address for Delivery	SHIRE OF ASHBURTON POINCIANA STREET TOM PRICE OR PO BOX 567 TOM PRICE WA 6751 OR <u>tenders@ashburton.wa.gov.au</u> FACSIMILE TENDERS WILL NOT BE ACCEPTED
Tender No	RFT 16/13

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1.0 Introduction

The Shire of Ashburton is inviting tender submissions to lease portion of the premises located at part of Lot 811 Ashburton Court, Paraburdoo.

This well-established shop front location provides the perfect opportunity to operate an ongoing business in the thriving town of Paraburdoo.

The proposed rental fee submitted to Council will be assessed together with other criteria such as a proposed use and a statement of need for proposed use.

2.0 Location

Paraburdoo is located in the remote Pilbara region of Western Australia approximately 1500kms by road from Perth. The town's dominant purpose has been as a residential base and service centre for the workforce employed at the nearby iron ore mines and has developed into a close-knit community of around 2000 residents.

It is located on the doorstep of the world renowned Karijini National Park. The spectacular gorges and scenery are a major attraction to tourists and locals alike.

The town offers services such as a police station, Royal Flying Doctor Service, library, shire office, post office, primary school, child health clinic and medical centre. The airport, which services both Paraburdoo and Tom Price, is located only 15 minutes from Paraburdoo and is serviced by twenty six flights weekly.

Paraburdoo boasts a strong sporting community with facilities including an Olympic-sized swimming pool, tennis, netball and basketball courts, cricket and football fields, motor cross, bowling, golf, softball, tee-ball and swimming clubs.

3.0 Principal's Request

3.1 Contract Requirements in Brief

Lease of portion of office at Lot 811 Ashburton Avenue, Paraburdoo (referred to as Lot 84 Ashburton Avenue, Paraburdoo).

3.2 Tender Documents

This Request for Tender is comprised of the following parts:

- a) Part 1-Principle's Request (read and keep this part):
- b) Part 2-Leasing Particulars, Objectives and Evaluation Criteria, Tender Lodgement Details (read and keep this part): and
- c) Part 3-Tender Documentation (complete and return this part)

4.0 Leasing Particulars

The intention of this Tender is to provide a high level of service in the town in accordance with the Shire of Ashburton's 'Living Life' 10 Year Community Strategic Plan 2012-2022: Goal 02 'Enduring Partnerships': Objective 02 'Enduring Partnerships with Industry and Government'; ensure industry contributions to the community and economy are well planned and integrated with Shire initiatives to benefit communities and the local economy.

It is advised that tenderers visit the site before submitting a tender to ascertain for themselves the type and condition of the premises. The Shire of Ashburton will not recognise any claim on account of failure to do so. Site inspections can be arranged by contacting Emma Heys, A/Economic & Land Development Manager at the Shire of Ashburton on (08) 9188 4444.

LOCATION	Paraburdoo
ADDRESS	Portion Lot 811 Ashburton Court, Paraburdoo
LOCAL GOVERNMENT AUTHORITY	Shire of Ashburton
PREMISES SIZE	100 sqm
LEASE LENGTH	24 months with 3 x 12 month option of renewal (at Lessor's discretion)
AVAILABILITY	1st December 2013
VARIABLE OUTGOINGS PAYABLE BY LESSEE	Water, drainage & sewerage rates; Local authority rates; Land tax; Water consumption; Electricity; Toilet requisites; Building insurance.
RENT REVIEW	Annual CPI (Perth all groups)
DEPOSIT	Two (2) months base rent to be paid within 5 days of notification of acceptance of Tender

5.0 Objectives and Evaluation Criteria

The Shire will be seeking best value for money. There is limited office and retail space opportunities in Paraburdoo and therefore the proposed assessment criteria for the Tender would be:

- | | |
|---|-----|
| 1. Proposed rental payment (monthly in advance) | 50% |
| 2. Proposed use | 30% |
| 3. Statement of Need for Proposed Use | 20% |

The Statement of Need should identify how the proposed use of the premises will benefit the community of Paraburdoo and the local economy.

The proposed rental payment will be assessed together with proposed use and statement of need for proposed use criteria to determine the most advantageous outcome to the Principal.

This means that, although price is considered, the Tender containing the lowest price will not necessarily be accepted, nor will the Tender ranked the highest on the qualitative criteria.

A scoring system will be used as part of the assessment of the qualitative criteria. Unless otherwise stated, a Tender that provides all the information requested will be assessed as satisfactory. The extent to which a Tender demonstrates greater satisfaction of each of these criteria will result in a greater score. The aggregate score of each Tender will be used as one of the factors in the final assessment of the qualitative criteria and in the overall assessment of value for money.

NON WEIGHTED COST CRITERIA

The non-weighted cost method is used where functional considerations such as capacity, quality, transitional and adaptability are seen to be crucial to the outcome of the contract. The evaluation panel will make a series of value judgements based on the capability of the Tenderers to complete the Requirements and a number of factors will be considered including:

- a) the qualitative ranking of each Tenderer; and
- b) the pricing submitted by each Tenderer.

Once the tenders have been ranked, the evaluation panel will make a value judgement as to the cost affordability, qualitative ranking and risk of each Tender, in order to determine the Tender which is most advantageous to the Principal.

The tendered price will be considered along with related factors affecting the total cost to the Principal. eg the level of service and potential for management development may also be considered in assessing the best value for money outcome.

6.0 Lodgement of Tender and Delivery Method

The Tender must be lodged by the Deadline. The Deadline for this Request is 9.00am Monday 7th October 2013 (WST)

The Tender is to be:

- a) Placed in a sealed envelope **clearly endorsed with the Tender number and title** as shown on the front cover of this Request; and
- b) Delivered by hand and placed in the Tender Box at Poinciana Street, Tom Price (by the Tenderer or the Tenderer's private agent); or
- c) Sent through the mail to the Acting Chief Executive Officer PO Box 567, Tom Price WA 6751; or
- d) Electronically to Shire's secure email address;
tenders@ashburton.wa.gov.au

Emailed Tenders must be followed by hard copy received no later than 3 working days after the closing date.

Tenders submitted by facsimile will not be accepted.

Tenderers must ensure that they have provided two (2) signed copies of their Tender (one to be marked "ORIGINAL" and bound, the other(s) to be marked "COPY"). The Copy must be unbound and clipped (not stapled).

All pages must be numbered consecutively and the Tender must include an index. Any brochures or pamphlets must be attached to both the original and the Copy.

Tenders originally submitted by mail or hand delivered must also include an electronic copy of the Tender submission.

6.1 Rejection of Tenders

A Tender will be rejected without consideration of its merits in the event that:

- (a) it is not submitted before the Deadline; or
- (b) it is not submitted at the place specified in the Request; or
- (c) it may be rejected if it fails to comply with any other requirements of the Request.

7.0 Tender Documentation

TENDERER TO COMPLETE AND RETURN THESE SECTIONS

The tender documents are comprised of the following:

7.1 - Offer to Lease Premises by Tender

7.2 - Tenderer's Response



PART 7.1
TENDER OFFER
TENDER NUMBER: 16/13

Lease of Portion
Lot 811 Ashburton Court
Paraburdoo

TENDERER TO COMPLETE AND RETURN THIS SECTION

Shire of Ashburton
Poinciana Street
Tom Price WA 6751

Postal Address
PO Box 567
T: (08) 9188 4444
F: (08) 9189 2252
www.ashburton.wa.gov.au

7.1 OFFER FORM

The Chief Executive Officer
Shire of Ashburton
Poinciana Street, Tom Price WA 6751
Telephone: (08) 9188 4444
Facsimile: (08) 9189 2252

I/We

(BLOCK LETTERS): _____

ADDRESS:

ABN/GST Status _____

ACN (if any) _____

Telephone No: _____ Facsimile No: _____

E-mail (if any): _____

In response to RFT 16/13 LEASE OF PREMISES, PORTION LOT 811 ASHBURTON AVENUE, PARABURDOO (Lot 84 Ashburton Avenue, Paraburadoo).

I/We agree that I am/We are bound by, and will comply with this Request and its associated schedules, attachments, all in accordance with the Conditions of Tendering contained in this Request signed and completed.

The tendered price is valid up to sixty (90) calendar days from the date of the tender closing or forty-five (45) days from the Council's resolution for determining the Tender whichever is the later unless extended by mutual agreement of the Principal and the Tenderer in writing.

I/We agree that there shall be no cost payable by the Principal towards the preparation or submission of this Tender irrespective of its outcome.

The tendered consideration is as provided under the schedule of rates of prices in the prescribed format and submitted with this Tender.

1. PROPOSED RENTAL PAYMENT

(i) Monthly Rent (Rent is exclusive of GST, see clause 25)

Base rent payable one (1) month in advance on the 1st day of each calendar month will be \$..... (in words)

(ii) Deposit

Payment of two (2) month's base rent, being \$....., shall be paid within 5 days of notification of acceptance of Tender.

2. PROPOSED USE OF PREMISES

The nature of the business and the use of the premises will be for purposes conforming to all State and/or Local Authority laws, by-laws, regulations or requirements currently in force as the case may be, the onus being on the Lessee, its clients or suppliers, to obtain the necessary approvals.

Proposed Nature of Business:

.....

Intended Trading Hours:

.....

Estimated Number of Staff: part/casual full time

Details of Proposed Manager years of experience.....

Licences held.....

Other relevant information.....

Estimated Volume of Clients: per week

Other Requirements/Considerations:

.....

.....

.....

.....

Dated this: _____ day of _____ 20____

Signature of authorised signatory of Tenderer:

Name of authorised signatory (BLOCK LETTERS): _____

Position: _____

Address: _____

Witness Signature: _____

Name of witness: (BLOCK LETTERS): _____

Position: _____

Address: _____

ACCEPTANCE OF OFFER BY THE SHIRE OF ASHBURTON

THIS OFFER IS ACCEPTED on behalf of the **SHIRE OF ASHBURTON** by person(s) authorised by its Council in accordance with Part 4 Division 2 Regulation 18 of the Local Government Functions and General Regulations 1996.

.....
Authorised Officer

.....
Authorised Officer

.....
Date

A true copy of this document has been received by each of the signatories hereto –

.....

7.2 Tenderer's Response

The following checklist has been provided to assist you with your submission. Where it is necessary to provide additional information please ensure that all documents are clearly marked with the relevant attachment title to assist the evaluation panel with their assessment.

8.2.1 EVALUATION CRITERIA

Description of Evaluation Criteria	Weighting	
1. Proposed rental payment (monthly in advance)	50%	Tick if attached <input type="checkbox"/>
2. Proposed use	30%	Tick if attached <input type="checkbox"/>
3. Statement of Need for Proposed Use	20%	Tick if attached <input type="checkbox"/>

8.2.2 ORGANISATIONAL PROFILE

Attach a copy of your organisation structure and provide background information on your company and label it "Organisation Structure".	"Organisation Structure"	Tick if attached <input type="checkbox"/>
If companies are involved, attach their current ASC company extracts search including latest annual return and label it "ASC Company Extracts".	"ASC Company Extracts"	Tick if attached <input type="checkbox"/>

8.2.3 REFEREES

Attach details of your referees, and label it "Referees". You should give examples of work provided for your referees where possible.	"Referees"	Tick if attached <input type="checkbox"/>
---	------------	--

8.2.4 AGENTS

Are you acting as an agent for another party?	Yes / No	
If Yes, attach details (including name and address) of your principal and label it "Agents".	"Agents"	Tick if attached <input type="checkbox"/>

8.2.5 TRUSTS

Are you acting as a trustee of a trust?	Yes / No	
If Yes, in an attachment labelled "Trusts": (a) give the name of the trust and include a copy of the trust deed (and any related documents);and (b) if there is no trust deed, provide the names and addresses of beneficiaries.	"Trusts"	Tick if attached <input type="checkbox"/>

8.2.6 FINANCIAL POSITION

Are you presently able to pay all your debts in full as and when they fall due?	Yes / No	
Are you currently engaged in litigation as a result of which you may be liable for \$50,000 or more?	Yes / No	
If you are awarded the Lease, will you be able to fulfil the terms of the lease from your own resources or from resources readily available to you and remain able to pay all of your debts in full as and when they fall due?	Yes / No	
In order to demonstrate your financial ability to undertake this lease, in an attachment labelled "Financial Position" include a profit and loss statement and the latest financial return for you and each of the other proposed contracting entities, together with a list of financial referees from your bank and/or accountant.	"Financial Position"	Tick if attached <input type="checkbox"/>

8.2.7 QUALITY ASSURANCE

Does your organisation have any quality assurance or quality assurance systems?	Yes / No
---	----------

8.2.8 INSURANCE COVERAGE

<p>The insurance requirements for this Lease are the tenderer’s responsibility. Tenderers are to supply evidence of their insurance coverage in a format as outlined below or in an attachment labelled “Insurance Coverage”. A copy of the Certificate of Currency is to be provided to the Principal within 14 days of acceptance.</p>			<p>“Insurance Coverage”</p>	<p>Tick if attached <input type="checkbox"/></p>
<i>Type</i>	<i>Insurer – Broker</i>	<i>Policy Number</i>	<i>Value (\$)</i>	<i>Expiry Date</i>
Public Liability				
Workers Compensation				
Professional indemnity				
Product Liability				

8.0 Appendices

8.1 Draft Lease Agreement

8.2 Floor Plan (not to scale)

November 2000

Lease

Shire of Ashburton

and

Lessee

FREEHILL
HOLLINGDALE
& PAGE

BARRISTERS & SOLICITORS

AMP Building 140 St Georges Terrace
Perth 6000 Western Australia

Telephone (08) 9211 7777 Int + (61 8) 9211 7777 Facsimile (08) 9211 7878
DX 104 Perth

Reference: KAF:DRS

PERTH SYDNEY MELBOURNE CANBERRA BRISBANE SINGAPORE HANOI HO CHI MINH CITY
CORRESPONDENT OFFICE IN JAKARTA

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This Lease

is made on _____ between the following parties:

1. **Shire of Ashburton**
a body corporate pursuant to the Local Government Act 1995
of PO Box 665, Tom Price, Western Australia
(Lessor)
2. *[insert name of party]*
[insert ACN/ARBN]
of *[insert address]*
(Lessee)

The Parties agree:

1 Definitions

Unless otherwise required by the context or subject matter:

Address means the address specified in Item 8 of the Schedule or any other address which the Lessor by notice to the Lessee nominates;

Business Day means a day other than a Saturday, Sunday or public holiday in Western Australia;

Costs and Expenses means the costs and expenses mentioned in clause 9;

Date of Commencement means the date specified in Item 4 of the Schedule;

Document means this deed as supplemented, amended or varied from time to time;

Encumbrance means a mortgage, charge, bill of sale, lien, pledge, easement, restrictive covenant, writ, warrant or caveat and the claim stated in that caveat affecting the Land or the Premises;

Event of Default means an event specified in clause 33.2;

Facility means a lavatory, sink, drain or other sewerage or plumbing facility, and a gas or electrical fitting or appliance in or on the Premises;

Further Term means each further term specified in Item 5 of the Schedule;

Holding Over means holding over by the Lessee under clause 36;

Insured Risk means an event against which the Lessor insures including, but not limited to, fire, explosion, earthquake, aircraft, riot, civil commotion, lightning, storm, tempest, act of God, fusion, smoke, rainwater, water leakage, impact by vehicles, machinery breakdown and malicious acts or omissions;

Interest means interest at the rate specified in Item 10 of the Schedule;

Land means the land described in Item 2 of the Schedule;

Legal Fees means all amounts which are payable or have been paid by the Lessor to the Lessor's solicitor calculated on whichever of the following bases costs are determined as between the Lessor and the Lessor's solicitor:

- (a) as stated in a written agreement between the Lessor and the Lessor's solicitor; or
- (b) the maximum permitted scale for the work involved;

Lessee's Covenants means the covenants, agreements and obligations contained or implied in this Document or imposed by law to be observed and performed by the Lessee;

Lessee's Fixture means each structure, building or fixture installed in or on the Premises by the Lessee or a previous occupier of the Premises or any part of the Premises;

Lessee's Rights means all rights in favour of the Lessee contained or implied in this Document;

Lessor's Covenants means the covenants, agreements and obligations contained or implied in this Document or imposed by law to be observed and performed by the Lessor;

Lessor's Fixtures includes:

- (a) floor or window coverings;
- (b) partitioning;
- (c) light fittings; and
- (d) any other fixture or fitting;

installed by the Lessor in the Premises and any replacement of any item mentioned in this definition;

Lessor's Rights means all rights in favour of the Lessor contained or implied in this Document or granted by law;

Losses includes claims, demands, losses, damages, Costs and Expenses;

Managing Agent means the firm specified in Item 9 of the Schedule or any person, firm or corporation as the Lessor by notice to the Lessee nominates;

Money Payable means the Rent and any other money payable by the Lessee under this Document;

Outgoings means the outgoings payable by the Lessee under clause 8;

Painting and Decorating Intervals means the intervals specified in Item 11 of the Schedule;

Party means the Lessor or the Lessee according to the context;

Permitted Person means:

- (a) an agent, employee, licensee, or invitee of the Lessee; and
- (b) any person visiting the Premises with the express or implied consent of any person mentioned in paragraph (a);

Permitted Use means the use specified in Item 13 of the Schedule;

Plant and Equipment means any plant and equipment in or on the Premises including, but not limited to, plant and equipment for or in connection with any:

- (a) Service; or
- (b) heating, cooling, lighting, power or plumbing;

Premises means the Land and all structures and improvements on the Land as specified in Item 1 of the Schedule;

Public Liability Insurance Amount means the amount specified in Item 12 of the Schedule;

Rent means the rent specified in Item 6 of the Schedule as varied from time to time under this Document;

Schedule means the schedule to this Document;

Service means electricity, gas, oil, fuel, water or other like service;

Special Conditions means each special condition specified in Item 15 of the Schedule;

Term means the term specified in Item 3 of the Schedule and any Further Term;

Termination means the expiry or earlier determination of the Term or any period of Holding Over; and

Unfit for Occupation means that the Premises or any part of the Premises are so destroyed or damaged as to:

- (a) render the Premises substantially unfit for occupation and use; or
- (b) interfere substantially with the Lessee's Rights.

2 Grant of lease

The Lessor:

- (a) LEASES the Premises; and
- (b) GRANTS the Lessee's Rights;

to the Lessee subject to all Encumbrances for the term specified in Item 3 of the Schedule and subject to:

- (c) the payment of the Money Payable; and
- (d) the observance and performance of the Lessee's Covenants;

but RESERVING to the Lessor the Lessor's Rights.

3 Quiet enjoyment

Except as provided in this Lease and subject to the observance and performance of the Lessee's Covenants, the Lessee may quietly hold the Premises and enjoy the Lessee's Rights during the Term without any interruption or disturbance from the Lessor or any person lawfully claiming through or under the Lessor.

4 Easements

4.1 Purposes for which Lessor may act

The Lessor may for the purpose of providing:

- (a) a public or private entrance to or exit from;
- (b) a support for a structure erected on;
- (c) the supply of a Service, a Facility, or telephone or electronic communication to; or
- (d) any other right, privilege or facility for;

the Premises, the Land or any other land, do any of the things specified in clause 4.2.

4.2 Rights of Lessor in respect of easements

The Lessor may for the purposes detailed in clause 4.1 and subject to clause 4.3;

- (a) grant rights of support to or enter into any arrangement or agreement with:
 - (1) any owner, lessee, tenant, occupier, or other person, interested in land adjacent to or near to the Premises; or
 - (2) any public authority;
- (b) dedicate or transfer any part of the Land; or
- (c) grant or create any easement or privilege in favour of any person or public authority over or affecting the Premises, the Land or the Premises.

4.3 Easements may not substantially derogate from Lessee's Rights

The Lessor may not without the Lessee's consent, which consent may not be unreasonably withheld, dedicate, transfer, grant or create any easement, right or privilege which substantially and permanently derogates from the Lessee's Rights.

5 Rent

The Lessee must pay to the Lessor the Rent without deduction or set off including but not limited to equitable setoff at the times and in the manner specified in Item 6 of the Schedule during the

Term except that the first and last payments will be apportioned on a daily basis if they are for periods of less than a month.

6 Rent review

6.1 Definitions

In this clause:

Consumer Price Index means the index published by the Australian Bureau of Statistics as the Consumer Price Index for Perth for all groups or if that index is suspended or discontinued, the index substituted for it by the Australian Statistician;

Current CPI means for a Rent Review Date:

- (a) the Consumer Price Index number last published prior to that Rent Review Date; or
- (b) if the Lessor appoints an actuary to determine an index under clause 6.2, the number certified by that actuary;

Previous CPI means for a Rent Review Date:

- (a) the Consumer Price Index number last published before:
 - (1) the immediately preceding Rent Review Date; or
 - (2) if there is no preceding Rent Review Date, the date of commencement of the Term; or
- (b) if an actuary is appointed by the Lessor under clause 6.2, the number certified by that actuary;

Rent Notice means a notice given by the Lessor to the Lessee under clause 6.3; and

Rent Review Date means each date specified in Item 7 of the Schedule.

6.2 Determination of Current or Previous CPI

If:

- (a) in determining the Current CPI:
 - (1) the Consumer Price Index number is not published; or
 - (2) in the opinion of the Lessor there is a material change in the basis of assessment of the Consumer Price Index; or
- (b) in determining the Previous CPI, no Consumer Price Index number was published within a period of FOUR (4) months prior to:
 - (1) the immediately preceding Rent Review Date; or
 - (2) if there is no preceding Rent Review Date, the date of commencement of the Term;

the Lessor may appoint an actuary from the Fellows of the Institute of Actuaries of Australia to determine:

- (c) for the Current CPI, an index number which reflects the prevailing levels of prices for the Perth Metropolitan area at that Rent Review Date; or
- (d) for the Previous CPI, an index number which reflects the prevailing levels of prices for the Perth Metropolitan area at:
 - (1) the immediately preceding Rent Review Date; or

- (2) if there is no preceding Rent Review Date, the date of commencement of the Term;

and

- (e) the actuary's certificate will be:
 - (1) final and binding on the Lessor and the Lessee; and
 - (2) used to determine the Current CPI or the Previous CPI as appropriate; and
- (f) the Lessor and the Lessee must pay the actuary's costs and expenses in equal shares.

6.3 Rent Review

The Rent from each Rent Review Date will be the greater of:

- (a) the Rent payable for the month immediately preceding that Rent Review Date multiplied by TWELVE (12); or
- (b) the Rent payable for the month immediately preceding that Rent Review Date multiplied by TWELVE (12) and multiplied by Current CPI and divided by Previous CPI, rounded up to the nearest \$10.

6.4 Rent review notice

At any time not earlier than THREE (3) months prior to or at any time after a Rent Review Date the Lessor may give notice to the Lessee of the Rent from and including that Rent Review Date.

6.5 Nominated Rent Payable from Rent Review Date

The Lessee must pay the Rent stated in the Rent Notice from the relevant Rent Review Date but if the Lessor gave the Rent Notice later than SIX (6) months after the relevant Rent Review Date, the amount stated in the Rent Notice will be payable from the date that the Lessor gave the Rent Notice.

7 Not to cause rent reduction

The Lessee must not by any act or omission:

- (a) cause, directly or indirectly the Rent to be reduced; or
- (b) impose on the Lessor any liability of the Lessee under this Document except:
 - (1) if obliged to do so by any statute from time to time in force; or
 - (2) with the consent of the Lessor.

8 Outgoings

The Lessee must pay promptly all outgoings assessed, charged or incurred in respect of the Premises including, but not limited to:

- (a) water, drainage and sewerage charges including, but not limited to, meter rents, charges for the disposal of stormwater and water consumption charges; and
- (b) electricity, gas and other power and light charges and expenses including, but not limited to:
 - (1) charges and assessments for use under assessments or meter readings;
 - (2) meter rents; and
 - (3) the cost of installation of any meter, wiring or other apparatus necessitated by the use of electricity, gas and other power;
- (c) insurance premiums incurred by the Lessor for insuring the Premises and any Plant or Equipment against fire, explosion, earthquake, flood, lightning, storm, tempest, act of God, fusion, smoke rainwater, water leakage, impact by vehicles, machinery breakdown, malicious acts or omissions, public liability, loss of rent and such other risks as a prudent lessor would or should normally insure against.

9 Costs and expenses

9.1 Payment of costs

The Lessee must indemnify the Lessor for, and on demand must pay to the Lessor all payments including but not limited to, Legal Fees, which the Lessor pays or is liable to pay in connection with or incidental to:

- (a) the instructions for negotiation, preparation, execution, stamping, and any necessary registration, of this Document;
- (b) any breach of the Lessee's Obligations; and
- (c) each action, suit or proceeding arising out of, concerned with, or incidental to this Document, except to the extent that in that action suit or proceeding, costs are awarded against the Lessor.

9.2 Payment of duty and fees

The Lessee must pay, or if demand is made by the Lessor, must pay to the Lessor:

- (a) all registration fees in connection with this Document; and
- (b) all stamp duty, fines and penalties payable under the Stamp Act 1921 not caused by any act or omission of the Lessor, on this Document.

10 Interest on overdue money

Without affecting the rights, powers and remedies of the Lessor under this Document, the Lessee must pay to the Lessor on demand Interest on any Money Payable which is unpaid for SEVEN (7) days computed from the due date for payment until payment.

11 Goods and Services Tax

11.1 Definitions

Unless the contrary intention appears, in this clause:

GST means a tax levied on the value of a good or service or property supplied, including but not limited to the value represented by the Rent and the amount of Outgoings or other Money Payable to the Lessor for goods or services or property.

Supply means a good or service or property supplied under this Document, including but not limited to the Premises, Services and other goods or services or property the cost of which comprises part of the Outgoings.

11.2 Lessee must pay GST

The Lessee must pay to the Lessor the amount of any GST the Lessor pays or is liable to pay on a Supply.

11.3 Lessee must pay GST at same time

The Lessee must pay to the Lessor the amount of the GST that the Lessee is liable to pay:

- (a) at the same time; and
- (b) in the same manner

as the Lessee is obliged to pay for that Supply, including in relation to Rent and Outgoings at the time the Lessee is obliged to pay those amounts.

11.4 Prices do not include GST

The price for each Supply, including Rent, fixed or determined under this Document does not include GST on that Supply and the Lessee must pay the amount of GST in addition to the price for that Supply fixed or determined under this Document.

11.5 Apportionment of GST

Where a Supply is not separately supplied to the Lessee, the liability of the Lessee for any amount for GST in relation to that Supply is determined on the same basis as the Lessee's proportion of the cost for that supply is determined.

11.6 Statement of GST paid is conclusive

A written statement given to the Lessee by the Lessor of the amount of GST that the Lessor pays or is liable to pay is conclusive as between the Parties except in the case of an obvious error.

12 Lessor to maintain structure

Subject to the Lessee performing and observing the Lessee's Covenants, and subject to clause 32, the Lessor must maintain in a safe condition the structure of those buildings and structures forming part of the Premises are the property of the Lessor.

13 Lessee to maintain premises

13.1 General

The Lessee must maintain the Premises and each Lessor's Fixture and the Plant and Equipment in the Premises in good order and condition except for:

- (a) fair wear and tear;
- (b) structural damage not caused by an act or omission of the Lessee or a Permitted Person;
- (c) maintenance which the Lessor has given written notice to the Lessee that the Lessor will undertake; and
- (d) damage caused by an event which is the subject of an Insured Risk to the extent that the Lessor receives payment or other consideration pursuant to that insurance or would have received that payment or other consideration but for an act or default of the Lessor or the Lessor's employees agents or contractors that negates or reduces that payment or other consideration.

13.2 Carpets

The Lessee must:

- (a) maintain the carpet in the Premises in good and clean condition;
- (b) make good all damage to the carpet, fair wear and tear excepted;
- (c) replace any area of carpet which is unduly worn having regard to the rest of the carpet in the Premises; and
- (d) on Termination, have the carpet professionally steam or dry cleaned.

13.3 Repair or replace if necessary

The Lessee must promptly:

- (a) replace all electric globes and fluorescent tubes in the Premises which fail for any reason;
- (b) replace all broken or damaged glass in the doors, walls or windows of or to the Premises irrespective of the cause of breakage or damage unless broken or damaged by the Lessor, its employees, agents or contractors; and
- (c) where the Lessee cannot maintain by repair a part of the Premises, a Lessor's Fixture or Plant and Equipment in the Premises, replace that item with an item of similar quality, colour and design to the satisfaction of the Lessor.

13.4 Paint and decorate

At the intervals specified in Item 12 of the Schedule and during the last 3 months of the Term, the Lessee must:

- (a) paint with 2 coats at least those parts of the Premises usually painted;
- (b) paper all parts usually papered; and
- (c) re-decorate in any other fashion all parts of the Premises usually so decorated;

in a proper manner, using suitable, good quality materials of a colour and quality first approved by the Lessor in writing.

13.5 Free from rubbish

The Lessee must keep:

- (a) the Premises free from dirt and rubbish; and
- (b) all rubbish in suitable receptacles.

13.6 Pest control

The Lessee must take reasonable precautions to keep the Premises free of animals, birds and insects, and if required by the Lessor, at the cost of the Lessee employ from time to time pest exterminators approved by the Lessor.

13.7 Facilities

The Lessee must keep the Facilities within the Premises unobstructed.

13.8 Service of airconditioning plant

The Lessee must enter into a contract with a reputable airconditioning service company for the maintenance and regular servicing of the airconditioning plant and equipment.

13.9 Maintain Land

The Lessee must maintain the Land in a tidy and good condition including, but not limited to providing proper care for any grass, trees or plants on the Land.

14 Alterations

14.1 Restriction on alterations

The Lessee must not:

- (a) make any alteration or addition to or demolish any part of the Premises;
- (b) remove, alter or add to any of the Lessor's Fixtures, the Plant and Equipment or any Facility in the Premises;

without the prior consent of the Lessor and subject to:

- (c) the requirements of any statute in force from time to time, the insurer of any of the Insured Risks and the Insurance Council of Australia; and
- (d) any condition imposed by the Lessor.

14.2 Consent to alterations

In giving consent to any alteration, the Lessor may impose any condition, including, but not limited to, a condition that:

- (a) the work be carried out:
 - (1) in accordance with drawings or specifications approved by the Lessor; or
 - (2) under the supervision of the Lessor's architect or other consultant;
- (b) the Lessee pays the costs and fees of the Lessor in supervising or inspecting the work; and

- (c) the Lessor requires the Lessee to carry out other work to or in the Premises as a consequence of the alteration, addition, demolition or installation requested by the Lessee;

but in regard to the installation, alteration or addition of partitioning within the Premises, the consent of the Lessor may not be unreasonably withheld.

14.3 Other work necessitated by alteration

If any other work is:

- (a) required by the Lessor as a condition of giving consent as mentioned in clause 14.1; or
- (b) necessary to comply with a statute for the time being in force or the requirement of an insurer of the Insured Risks or the Insurance Council of Australia;

the Lessee must at the option of the Lessor either:

- (c) carry out that other work; or
- (d) permit the Lessor to carry out that other work;

at the cost of the Lessee in accordance with any requirement imposed by the Lessor in respect of that other work.

14.4 Asbestos and other harmful substances

The Lessee must:

- (a) not install in the Premises:
 - (1) asbestos; or
 - (2) any other material having the potential to harm the health or safety of persons in the Premises; and
- (b) at the Lessee's cost remove from the Premises and make good any damage caused by the removal of:
 - (1) asbestos; or
 - (2) any other material having the potential to harm the health or safety of persons in the Premises.

15 Use of the premises

15.1 Purpose

The Lessee must not use any part of the Premises for any purpose other than the Permitted Use.

15.2 No warranty as to use

The Lessor gives no warranty as to the use to which the Premises may be put.

15.3 Premises subject to restrictions

The Lessee accepts the Premises for the Term with full knowledge of and subject to any existing prohibition or restriction on the use of the Premises.

15.4 Consent of authority needed

If the business carried on by the Lessee at the Premises is permissible only with consent, license or authority under any statute, the Lessee must obtain that consent, license or authority and comply with that statute.

16 Floor overloading

The Lessee must not do any act or thing which might result in overloading any part of the floor of the Premises.

17 Chemicals and inflammable substances

The Lessee must not, except for reasonable quantities for normal applications in connection with the cleaning of the Premises or any equipment in the Premises, use or store any chemical or inflammable substance within the Premises.

18 Miscellaneous restrictions on use

18.1 Infectious diseases

If any notifiable infectious disease occurs in the Premises, the Lessee must:

- (a) notify each proper public authority; and
- (b) comply with each requirement of each proper public authority.

18.2 Advertisements or notices

The Lessee must not display from or affix to the Premises any advertisement or notice visible from outside the Premises without the prior consent of the Lessor which the Lessor may not unreasonably withhold in the case of a notice:

- (a) stating the name and business of the Lessee; and
 - (b) affixed in a place immediately adjacent to the Premises.
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19 Entry by lessor

The Lessee must permit entry to the Premises by the Lessor:

19.1 General

- (a) at all reasonable times on the Lessor giving to the Lessee reasonable notice; or
- (b) on demand in the case of emergency;

with or without:

- (c) workmen and others; and
- (d) plant, equipment and materials:

for the purposes mentioned in this clause;

19.2 Inspect state of repair

to inspect the state of repair of the Premises and to ensure compliance with the Lessee's Covenants;

19.3 Comply with authorities

to comply with any requirement, notification or order of an authority having jurisdiction or authority over or in respect of the Premises for which the Lessor is liable under this Document;

19.4 Maintenance, modifications or extensions

to carry out maintenance, repair, renovation, replacement, modifications, installations or extensions to the Premises, the Plant and Equipment, or any other equipment, cables, pipes or wires within the Premises, on condition that the Lessor uses its reasonable endeavours not to cause any undue inconvenience to the Lessee;

19.5 Plant and Equipment

to maintain, service, install or remove any Plant and Equipment provided that the Lessor uses its reasonable endeavours not to cause any undue inconvenience or disruption to the Lessee;

19.6 Interested persons

to view the Premises with:

- (a) persons having or seeking an interest in the Premises or any part of the Premises;
- (b) financiers;
- (c) insurers; and

other similarly interested persons; or

19.7 Affix notices

to affix re-letting notices to the Premises during the last THREE (3) months of the Term.

20 Unauthorised purpose

The Lessee must not use any Facility, item of Plant and Equipment or Lessor's Fixture for a purpose other than that for which it was designed or for which it is designated by the Lessor.

21 Plant and equipment

The Lessee must:

- (a) comply with and observe the reasonable requirements of the Lessor relating to the Plant and Equipment; or
- (b) not do anything which might interfere with or impair the efficient operation of the Plant and Equipment.

22 Electrical circuits

22.1 Not overload

The Lessee must not install any electrical equipment on the Premises which might overload the cables, switchboards, or sub-boards, through which electricity is connected to the Premises without the prior consent of the Lessor and under any condition imposed by the Lessor.

22.2 Consent to install equipment

If the Lessee wishes to install any electrical equipment on the Premises which might overload the cables, switchboards or sub-boards through which electricity is connected to the Premises and:

- (a) the Lessor grants its consent; and
- (b) the Lessor considers that any alteration is necessary to comply with the requirements of the Lessor's insurance underwriters or with any statute in force from time to time;

then:

- (c) that alteration will be effected by the Lessor at the expense of the Lessee;
- (d) the Lessee must pay the entire cost of the alteration to the Lessor on demand by the Lessor; and
- (e) if required by the Lessor the Lessee must deposit with the Lessor the estimated cost of the alteration before commencement of any work.

23 Insurance

23.1 Public liability insurance

The Lessee must effect and maintain with an insurance company approved by the Lessor in respect of the Premises adequate public liability insurance in the names of the Lessor and the Lessee for their respective rights and interests for the time being in an amount not less than the Public Liability Insurance Amount in respect of any one claim or any higher amount required by the Lessor from time to time.

23.2 Insurance of Lessee's Fixtures

The Lessee must insure and keep insured to the full insurable value on a replacement or reinstatement basis the Lessee's Fixtures against such risks as the Lessor may reasonably require.

23.3 Workers' compensation insurance

The Lessee must effect and maintain a policy of employers' indemnity insurance including workers' compensation insurance in respect of all employees of the Lessee employed in, about or from the Premises.

23.4 Glass

The Lessee must effect and maintain with an insurance company a policy of insurance against all risks in respect of the glass in the doors, walls or windows of or to the Premises.

23.5 Supply details etc.

The Lessee must in respect of the insurance mentioned in this clause:

- (a) supply to the Lessor details;

- (b) produce each policy or certificate of insurance and each receipts for premiums or certificates of currency issued by an Insurance Company or insurance broker approved by the Lessor when required to do so by the Lessor;
- (c) ensure that each insurance conforms to the reasonable requirements from time to time of the Lessor of which the Lessee is given notice;
- (d) ensure that each policy contains provisions for cross liability and waiver of subrogation rights in favour of the Lessor;
- (e) not alter the terms or conditions of any policy without the prior written approval of the Lessor; and
- (f) deliver promptly to the Lessor particulars of any alteration of the terms and conditions of each policy.

23.6 Not to invalidate insurance

The Lessee must:

- (a) not do or omit to do any act or thing or bring or keep anything in the Premises:
 - (1) which might render the insurance on the Premises void or voidable; or
 - (2) which might cause the rate of premium to be increased; and
- (b) if the Lessor approves in writing any proposal of the Lessee to add to or increase any risk which is covered by insurance, pay all additional premiums resulting from the additional or increased risk.

24 Lessee's indemnities

24.1 Indemnities paramount

The obligation of the Lessee to indemnify the Lessor:

- (a) under this Document; or
- (b) by law;

is unaffected by the obligation of the Lessee to effect insurance and the obligation of the Lessee to indemnify is paramount.

24.2 Indemnity in respect of Lessor's expenses

To the extent permitted by law, the Lessee must on demand pay to the Lessor an amount equal to all money paid by the Lessor in respect of any liability of the Lessee under this Document.

24.3 Lessee responsible as if owner

The Lessee is subject to the same responsibilities relating to persons and property to which the Lessee would be subject if during the Term the Lessee were the owner and occupier of the freehold of the Premises.

24.4 General indemnity

Subject to clause 24.5, the Lessee INDEMNIFIES the Lessor against all Losses for which the Lessor becomes liable in respect of loss or damage to property or death or injury of any nature or kind and however or wherever sustained:

- (a) caused or contributed to by the use or occupancy of the Premises except to the extent caused or contributed to by the act or omission of the Lessor;
- (b) resulting from an act or omission of the Lessee or the Lessee's Permitted Person; or
- (c) resulting from a notice, claim or demand to pay, do or perform any act or thing to be paid, done or performed by the Lessee under this Document except to the extent that the Lessor is obliged under the provisions of this Document to pay for or contribute to that cost.

24.5 Limit of Lessee's obligations

The Lessee's obligation under clause 24.4 is relieved to the extent that payment of insurance money under the Lessor's insurance policy in respect of that obligation is:

- (a) received by the Lessor; or
- (b) refused or reduced by reason of an act or default of the Lessor.

25 Lessee's obligations at risk and expense of lessee

Unless this Document otherwise provides, whenever the Lessee is obliged or required by this Document to do or omit to do any act or thing, the doing or the omission of that act or thing will be at the sole risk and expense of the Lessee.

26 Limit of lessor's liability

26.1 Lessor not liable for failure to perform and observe Lessor's Covenants

The Lessor will not be liable for any failure to perform or observe the Lessor's Covenants due to any reason beyond the direct control of the Lessor.

26.2 Lessor not liable for loss, damage or injury

The Lessor will not be liable for loss, damage or injury to any person or property in or about the Premises however occurring unless caused by the negligence of the Lessor or its employees.

26.3 Lessor liable while registered proprietor

Each Lessor is only liable for breaches of the Lessor's Covenants occurring while that person is the registered proprietor of the Land.

27 Report to lessor

The Lessee must report promptly to the Lessor or the Managing Agent in writing and in the case of emergency, verbally:

27.1 Damage to or defect in Premises

any damage to or defect in the Premises, the Lessor's Fixtures, the Plant and Equipment or the Facilities in the Premises of which the Lessee is or ought to be aware;

27.2 Broken glass

any breakage of glass in a window or door in the Premises;

27.3 Malfunction of Plant and Equipment or Facility

any malfunction of any Plant and Equipment or Facility either within the Premises or used by the Lessee; and

27.4 Circumstance likely to cause damage or danger

any circumstance likely to:

- (a) be a danger; or
- (b) cause any damage or danger;

to the Premises or any person on or in the Premises of which the Lessee is aware.

28 Caveats

28.1 Not lodge absolute caveat

The Lessee must not lodge an absolute caveat over the Land to protect the interest of the Lessee under this Document.

28.2 Withdraw caveat on Termination

The Lessee must withdraw any caveat lodged by or on behalf of the Lessee over the Land on Termination.

28.3 Appointment of Lessor as attorney to withdraw any caveat

In consideration of the Lessor granting the Lessee's Rights, the Lessee IRREVOCABLY APPOINTS the Lessor and every officer of the Lessor as defined by the Corporations Law, to be the attorney of the Lessee, in the name and on behalf of the Lessee, and as the act and deed of the Lessee on Termination to sign and lodge at the Office of Titles Perth:

- (a) a withdrawal of any absolute caveat lodged by or on behalf of the Lessee;
- (b) a withdrawal of any caveat lodged by or on behalf of the Lessee and not withdrawn on Termination; and
- (c) a surrender of the Lease granted by this Document;

and the Lessee:

- (d) undertakes to RATIFY all that the attorney does or causes to be done under or by virtue of this clause; and
- (e) INDEMNIFIES the Lessor in respect of:
 - (1) any loss arising from any act done under or by virtue of this clause; and
 - (2) the Lessor's costs and expenses of and incidental to:
 - (A) the withdrawing of any caveat lodged by or on behalf of the Lessee affecting the Land; and

- (B) registering this Document in order to exercise the power of attorney contained in this clause.

29 Not impede exercise of lessor's rights

The Lessee must not impede the exercise of the Lessor's Rights.

30 Compliance with statutes

Notwithstanding anything to the contrary contained or implied in this Document, the Lessee must comply promptly with all statutes from time to time in force relating to the Premises or the use of the Premises except for any imposing an obligation to carry out structural work which the Lessee is not required to carry out under this Document.

31 Default by lessee

31.1 Events of default

- (a) An Event of Default occurs if:
- (b) any Rent or Outgoings is unpaid for SEVEN (7) days after becoming due whether or not demand for payment is made;
- (c) the Lessee is in breach of any of the Lessee's Covenants other than covenants to pay Rent or Outgoings for FOURTEEN (14) days after notice has been given to the Lessee;
- (d) the Lessee is a body corporate and:
 - (1) an application is made, a resolution is passed, or a meeting is convened for the purpose of considering a resolution, for the Lessee to be wound up unless the winding up is for the purpose of reconstruction or amalgamation; or
 - (2) a resolution is passed, or a meeting is convened for the purpose of considering a resolution, for the appointment of an administrator of the affairs of the Lessee;
- (e) the Lessee admits in writing its inability to pay its debts;
- (f)
 - (1) a compromise or arrangement is made between the Lessee and its creditors; or
 - (2) an application is made to a Court for an order summoning a meeting of any class of creditors of the Lessee;
- (g) a controller, as defined by the Corporations Law, is appointed in respect of any property of the Lessee;
- (h) a mortgagee takes possession of any property of the Lessee;
- (i) any execution or similar process is made against the Premises or the property of the Lessee;

- (j) an application is made or notice given or other procedure commenced for the dissolution or cancellation of the registration of the Lessee under the Corporations Law or any analogous process; or
- (k) the Lessee, being a natural person, commits an act of bankruptcy.

31.2 Lessor may retake possession

After an Event of Default has occurred and without any notice or demand, the Lessor may at any time enter the Premises, and on re-entry the Term will immediately determine but without:

- (a) affecting any of the Lessor's Rights; or
- (b) releasing the Lessee or the Guarantor from liability in respect of the Lessee's Covenants.

31.3 Acceptance of Money Payable not to prejudice Lessor's Rights

Demand by the Lessor for, or acceptance of, Money Payable after an Event of Default has occurred will not:

- (a) affect the exercise by the Lessor of the Lessor's Rights; or
- (b) operate as an election by the Lessor either to exercise or not to exercise the Lessor's Rights.

31.4 Lessor may remedy Lessee's default

If the Lessee:

- (a) omits or neglects to pay any Money Payable; or
- (b) does or fails to do anything which constitutes a breach of the Lessee's Covenants;

the Lessor may on each occasion without affecting any right, remedy or power arising from that default:

- (c)
 - (1) pay that Money Payable;
 - (2) do or cease the doing of that thing; or
 - (3) both;
- (d) as if it were the Lessee; and enter and remain on the Premises for that purpose;

and the Lessee must pay to the Lessor on demand the Lessor's cost of remedying each breach or default.

31.5 Exercise of Lessor's Rights

- (a) If the Lessor exercises the Lessor's Rights, it is presumed that the Lessor is entitled to exercise the Lessor's Rights unless the Lessee proves otherwise.
- (b) The Lessor may exercise the Lessor's Rights:
 - (1) without notice being required other than as provided in this Document; and
 - (2) notwithstanding laches, neglect or previous waiver by the Lessor in respect of any breach of the Lessee's Covenants or the exercise of the Lessor's Rights.

31.6 Essential terms

Each of the Lessee's Covenants which are specified in:

- (a) clauses 5 ('RENT'), 8 ('OUTGOINGS') and 11 (GOODS AND SERVICES TAX);
- (b) clauses 13.1 and 13.3 ('LESSEE TO MAINTAIN PREMISES' 'General' and 'Repair promptly');
- (c) clause 14 ('ALTERATIONS');
- (d) clause 15.1 ('USE OF PREMISES' 'Purpose');
- (e) clause 23 ('INSURANCE'); and
- (f) clause 37 ('ASSIGNING AND CHARGING');

are essential terms of this Document but this subclause does not mean or imply that there are no other essential terms in this Document.

31.7 Damages for breach of essential terms

In addition to any other remedy or entitlement of the Lessor including the right to terminate the estate granted by this Document:

- (a) the Lessee must compensate the Lessor in respect of any breach of an essential term;
- (b) the Lessor is entitled to recover damages from the Lessee in respect of such breaches; and
- (c) the Lessee COVENANTS with the Lessor, which covenant will survive the Termination or any deemed surrender at law of the estate granted by this Document, that if the Term is determined:
 - (1) for breach of an essential term by the acceptance by the Lessor of a repudiation of this Document by the Lessee; or
 - (2) following the failure by the Lessee to comply with a notice given to the Lessee to remedy any default;

the Lessee must pay to the Lessor on demand the total of:

- (3)
 - (A) the Rent then payable under this Document; and
 - (B) the Lessor's reasonable estimate of the Outgoings which would have been payable by the Lessee;

for the unexpired balance of the Term if the Term had expired by effluxion of time; and

- (4) Losses incurred or reasonably expected to be incurred by the Lessor as a result of that early determination including, but not limited to, all costs of reletting or attempting to relet the Premises;

less the rent and other money which the Lessor reasonably expects to obtain by reletting the Premises between the date of Termination and the date on which the Term would have expired by effluxion of time; but the Lessor:

- (5) must take reasonable steps to mitigate its Losses and endeavour to relet the Premises at a reasonable rent and on reasonable terms; and

- (6) is not required to offer or accept rent or terms which are the same or similar to the rent or terms contained or implied in this Document.

31.8 Certificate to be conclusive

A certificate given to the Lessee by the Lessor of the amount of the Rent and Outgoings under clause 31.7(c) will be conclusive as between the Parties except in the case of manifest error.

31.9 Separate suits

The Lessor may without prejudice to any other remedy, sue the Lessee for any Money Payable which may from time to time become due and owing by the Lessee to the Lessor and in particular, the Lessor may:

- (a) sue for any instalments of Rent outgoings as and when those instalments become due; and
- (b) by a separate suit or suits sue for any further sum or sums which may be found to be due or owing by the Lessee to the Lessor on the completion of the calculations made at the end of each Lease Year; and

neither the institution of any suit nor the entering of judgment in any suit will bar the Lessor from bringing a separate or subsequent suit or suits for the balance of any Money Payable.

32 Destruction or damage to premises

32.1 Major rebuilding required

If the Premises or any part of the Premises is so destroyed or damaged as to require major rebuilding, the Lessor:

- (a) may within THREE (3) months of the destruction or damage terminate the Term with immediate effect by notice to the Lessee;
- (b) will not be obliged to rebuild the Premises or that part damaged; and
- (c) unless the Lessor has Terminated the Term, must within THREE (3) months of the destruction or damage give notice to the Lessee advising it:
 - (1) whether or not it intends to rebuild; and
 - (2) if it intends to rebuild, how long that rebuilding is estimated to take.

32.2 Abatement of Rent

If:

- (a) the Premises are Unfit for Occupation; and
- (b) payment of insurance money in respect of the damage or destruction causing the Premises to be Unfit for Occupation is not at any time refused or withheld in whole or in part as a result of any act or omission of the Lessee;

the Rent or a fair and just proportion according to the nature and extent of the damage sustained will from the date of damage or destruction until the Premises are reinstated and are no longer Unfit for Occupation abate and cease to be payable.

32.3 Lessee may Terminate

If the Premises are Unfit for Occupation and:

- (a) the Lessor has given the Lessee notice under clause 32.1 that it does not intend to rebuild; or
- (b) the Premises remain Unfit for Occupation for a period of at least THREE (3) months;

the Lessee may give the Lessor notice to terminate the Term with immediate effect but without affecting the rights of the Lessor in respect of any unpaid Money Payable or any antecedent breach by the Lessee of any of the Lessee's Covenants.

33 Option to renew

If:

- (a) the Lessee at least THREE (3) months but not earlier than SIX (6) months prior to the date for commencement of a Further Term gives the Lessor notice to grant the Further Term; and
- (b) there is no subsisting default by the Lessee at the date of service of the notice and at the date for commencement of that Further Term in:
 - (1) the payment of the Money Payable; or
 - (2) the performance or observance of the Lessee's Covenants;

the Lessor must grant to the Lessee that Further Term at the Rent and on the terms and conditions of this Document.

34 Holding over

If the Lessee remains in possession of the Premises after expiry of the Term with the consent of the Lessor, the Lessee will be a monthly tenant of the Lessor at a rent equivalent to:

- (a) the Rent for the period immediately preceding expiry of the Term; and
- (b) the Outgoings which would have been payable by the Lessee if a Further Term had been granted at expiry of the Term;

and otherwise on the same terms and conditions as this Document.

35 Termination

35.1 Restoration of the Premises on Termination

Prior to Termination, the Lessee at the Lessee's cost must restore:

- (a) the Premises; and
- (b)
 - (1) the Facilities; and
 - (2) those parts of the Plant and Equipment;

affected by anything done by the Lessee or any previous occupier of the Premises or any part of the Premises;

to its original state having regard to the age of the Premises and the Lessee's Covenants.

35.2 Yield up and surrender keys

On Termination the Lessee must:

- (a) peaceably surrender and yield up to the Lessor the Premises in a condition consistent with observance and performance of the Lessee's Covenants;
- (b) surrender to the Lessor all keys and security access devices providing access to or within the Premises held by the Lessee whether or not provided by the Lessor.

35.3 Removal of Lessee's Fixtures

Prior to Termination, the Lessee must remove from the Premises and the Building all the Lessee's Fixtures and property of the Lessee and promptly make good to the satisfaction of the Lessor any damage caused by that removal.

36 Lessee's fixtures not removed at termination

36.1 Lessor may remove

On re-entry the Lessor will have the right to remove any property of the Lessee left in or about the Premises.

36.2 Lessee to indemnify

The Lessee INDEMNIFIES the Lessor against all damage caused by the removal of and the cost of storing that property.

36.3 Property may be sold

All Lessee's Fixtures and property belonging to the Lessee not removed at Termination will, at the Lessor's option become the absolute property of the Lessor and may be disposed of by the Lessor as the Lessor thinks fit.

36.4 Lessee to pay damages

In respect of any period until either:

- (a) the Lessor exercises an option under clause 36.3; or
- (b) the damage caused by the removal of the Lessee's Fixtures or property is made good;

whichever is the later, the Lessee must pay to the Lessor by way of damages an amount equal to the amount in respect of Rent and Variable Outgoings which would have been payable by the Lessee if the Lessee were Holding Over the Premises during that period.

37 Assigning and charging

37.1 No assignment without consent

The Lessee must not assign, mortgage or charge the leasehold estate in the Premises nor sublet, part with possession, or dispose, of the Premises or any part of the Premises without the consent of the Lessor and, if required, the Minister for Lands and except under this clause.

37.2 Exclusion of the Property Law Act

Sections 80 and 82 of the Property Law Act 1969 are excluded.

37.3 Changes in beneficial ownership of shares

If the Lessee is a corporation the shares in which are not quoted on any stock exchange in Australia, any change in the beneficial ownership, issue or cancellation of shares in that corporation or any holding company of that corporation within the meaning of the Corporations Law will be deemed to be an assignment of the leasehold estate created by this Document.

37.4 Directors or shareholders must guarantee

If the assignee is a corporation the shares in which are not quoted on any stock exchange in Australia, it will be a term of the Lessor's consent to the deed of assignment that the directors or the substantial shareholders at the option of the Lessor of that corporation guarantee to the Lessor the observance and performance by the assignee of the Lessee's Covenants including payment of all Money Payable.

37.5 Covenants of assignee supplementary

The covenants and agreements on the part of any assignee will be supplementary to the Lessee's Covenants and will not in any way relieve or be deemed to relieve the Lessee from the Lessee's Covenants.

38 Redevelopment

If:

- (a) the Lessor wishes to redevelop the Premises; and
- (b) such redevelopment is likely to involve the destruction of any part of the Premises or to interfere with access to or use of the Premises,

then:

- (c) the Lessor may terminate the Term by giving to the Lessee not less than SIX (6) months notice at any time;
- (d) on the expiration of such notice the Term will cease and determine without affecting the rights of the Lessor in respect of any antecedent breach by the Lessee of the Lessee's Covenants; and
- (e) the Lessee must on the expiration of such notice yield up the Premises to the Lessor in accordance with the covenants and conditions contained in clause 35 of this Document.

39 Consents

Unless this Document otherwise expressly provides, the Lessor may withhold consent to any matter requiring consent without specifying any reason.

40 Act by agents

All acts and things which the Lessor is required or empowered to do under this Document may be done by the Lessor or the solicitor, agent, contractor or employee of the Lessor.

41 Lessee liable for permitted persons

The Lessee is liable for the acts or omissions of Permitted Persons arising out of and in connection with the rights and obligations created by this Document.

42 Notice

42.1 Definition

In this clause **Notice** includes each notice, demand, consent or authority given or made to any person under this Document.

42.2 Form and Service

A Notice to a person:

- (a) must be in writing;
- (b) may be given or made by:
 - (1) delivering it to that person personally;
 - (2) addressing it to that person and leaving it at or posting it to:
 - (A) the address of that person appearing in this Document;
 - (B) that person's usual or last known place of residence;
 - (C) if that person is in business as a principal, that person's usual or last known place of business;
 - (D) if that person is a corporation, its registered office or principal place of business; or
 - (E) any other address nominated by that person by notice to the person giving the Notice; or
 - (3) sending a facsimile copy of the Notice to the facsimile copier number specified in Item 14 of the Schedule or any other number nominated by that person by notice to the person giving the Notice;
- (c) will be deemed to be given or made:
 - (1) if by personal delivery, when delivered;
 - (2) if by leaving the Notice at an address specified in paragraph (b), when left at that address unless the time of leaving the Notice is:
 - (A) not on a Business Day; or
 - (B) after FIVE (5) o'clock in the afternoon on a Business Day;when it will be deemed to be given or made on the next following Business Day;
 - (3) if by post, on the second Business Day following the date of posting of the Notice to an address specified in paragraph (b); and
 - (4) if by facsimile, when despatched by facsimile to a number specified in paragraph (b)(iii), unless the time of despatch is:
 - (A) not on a Business Day; or

- (B) after FIVE (5) o'clock in the afternoon on a Business Day; when it will be deemed to be given or made on the next following Business Day; and
- (d) may be signed:
- (1) if given by an individual, by the person giving the Notice;
 - (2) if given by a corporation, by a director, secretary or manager of that corporation; or
 - (3) by a solicitor or other agent of the person giving the Notice.

42.3 Conclusive evidence

- (a) A certificate signed by the Lessor that a Notice has been given or made in a manner specified in this clause is conclusive evidence of the fact that that Notice was given or made on the date and time stated.
- (b) Without limiting paragraph (a), if a Notice is given to or made on any person other than the Lessor by posting to an address specified in clause 42.2(b), a document signed by an officer of a post office or stamped with a post office stamp, acknowledging receipt of the Notice for posting, is conclusive evidence of the fact that the Notice was posted on the date stated.

43 Proper law

This Document is governed by, and to be interpreted in accordance with, the laws of Western Australia and where applicable the laws of the Commonwealth of Australia.

44 Accrual on daily basis

Money Payable accrues on a daily basis.

45 Statutory powers

The powers conferred on the Lessor by or under any statute for the time being in force are, except to the extent inconsistent with the terms and provisions expressed in this Document, in augmentation of the powers conferred on the Lessor by this Document.

46 Moratorium not to apply

To the fullest extent permitted by law, the provisions of a statute which would, but for this clause:

- (a) extend or postpone the date of payment of money;
- (b) reduce the rate of Interest; or
- (c) abrogate, nullify, postpone or otherwise affect any condition;

under this Document do not apply to limit or affect the terms of this Document.

47 Effect of execution

This Document is binding on each Guarantor who executes it notwithstanding:

- (a) the failure of any other person named as a Guarantor to execute it; or
- (b) the avoidance or unenforceability of any part of the Document.

48 Severance

If any part of this Document is, or becomes, void or unenforceable that part is or will be, severed from this Document to the intent that all parts that are not, or do not become, void or unenforceable remain in full force and effect and are unaffected by that severance.

49 Waivers

49.1 Failure or delay is not waiver

Failure to exercise or delay in exercising any right, power or privilege in this Document by the Lessor does not operate as a waiver of that right, power or privilege.

49.2 Partial exercise does not preclude further exercise

A single or partial exercise of any right, power or privilege does not preclude:

- (a) any other or further exercise of that right, power or privilege; or
- (b) the exercise of any other right, power or privilege.

50 Variation

This Document may be varied only by deed executed by the Parties.

51 Further assurances

The Parties must execute and do all acts and things necessary or desirable to implement and give full effect to the provisions and purpose of this Document.

52 Counterparts

This Document may be executed in any number of counterparts each of which is an original and all of which constitute one and the same instrument.

53 Payment of money

Any sum of money to be paid to the Lessor must be paid to the Lessor at the Address or as otherwise directed by the Lessor by notice from time to time.

54 Interpretation

54.1 Headings

Except in the Schedule, headings in this Document do not affect its interpretation.

54.2 Last day not a Business Day

When the day or last day for doing an act is not a Business Day, the day or last day for doing the act will be the next following Business Day.

54.3 Joint and several covenants

If a Party comprises two or more persons, the covenants and agreements on their part bind and must be observed and performed by them jointly and each of them severally and may be enforced against any one or any two or more of them.

54.4 Reference to a Party

Unless contrary to the sense or context, a reference to a Party includes that Party's executors, administrators, personal representatives, successors and assigns, and if a Party comprises two or more persons, the executors, administrators, personal representatives, successors and assigns of each of those persons.

54.5 Reference to other document

Subject to any contrary provision in this Document, a reference to any other deed, agreement, instrument or contract includes a reference to that other deed, agreement, instrument or contract as amended, supplemented or varied from time to time.

54.6 Reference to a statute

A reference to a statute includes a regulation, by-law, requisition or order made under that statute and any amendment to or re-enactment of that statute, regulation, by-law, requisition or order from time to time in force.

54.7 Singular, plural and gender

Where applicable:

- (a) words denoting the singular include the plural;
- (b) words denoting the plural include the singular; and
- (c) words denoting a gender include each gender.

54.8 Reference to a person and a body corporate

Where applicable:

- (a) a reference to a body corporate includes a natural person; and
- (b) a reference to a person includes a body corporate.

54.9 Professional body

A reference to a professional body includes a successor to or substitute for that body.

54.10 Month

Unless contrary to the sense or context, **month** means calendar month.

54.11 Lessee's Covenants

Unless contrary to the sense or context, a covenant by the Lessee not to do or omit to do any act or thing includes:

- (a) a covenant not to suffer that act or thing to be done or omitted to be done by a Permitted Person; and
- (b) a covenant to do everything necessary to ensure that that act or thing is not done or omitted to be done.

55 Land Administration Act

If the Land is subject to the provisions of the Land Administration Act 1997 (LAA), then the following provisions will apply to this lease of the Premises:

- (a) the grant of this lease is subject to and conditional on the Minister for Lands consenting to this Document;
- (b) the consent of the Minister for Lands must be obtained to any assignment, subletting, mortgage or charge of the leasehold estate in the Premises, in addition to the consent of the Lessor in accordance with clause 39.1;
- (c) this Document must be registered at the Department of Land Administration, at the cost of the Lessee; and
- (d) the provisions of this Document are subject to the provisions of the LAA in relation to the Premises.

56 Special Conditions

- (a) The Special Conditions are incorporated in and form part of this Document; and
- (b) if any inconsistency arises between any Special Condition and any other term of this Document, the Special Condition will prevail.

Schedule

- 1 Premises:**
Portion Lot 811 Ashburton Court Paraburdoo (84 Ashburton Court Paraburdoo)
- 2 Land:**
Lot 811 on Deposited Plan 15743, part of Certificate of Title Volume 1786, Folio 666
- 3 Term:**
24 Months from date of commencement
- 4 Date of commencement:**
1st December 2013
- 5 Further term:**
Options for 3 x 12 month renewal at the absolute discretion of the lessor.
- 6 Rent:**
- 7 Rent review dates:**
1st December every year.
- 8 Address:**
- 9 Managing agent:**
- 10 Rate of interest:**
FOUR PERCENT (4%) above the Westpac Indicator Lending Rate published by Westpac from time to time.
- 11 Painting and decorating intervals:**
Each FIVE (5) years and in any event within THREE (3) months before Termination.
- 12 Public liability insurance amount:**
TWENTY MILLION DOLLARS (\$20,000,000.00)
- 13 Permitted use:**
- 14 Facsimile number:**
Lessor: 08 9189 2252
Lessee: FAX NUMBER
- 15 Special Conditions**
The lessee shall pay to the lessor or as directed by the lessor:
- (a) 50% of Water rates levied on the premises.
 - (b) 50% of Land tax levied on the premises.
 - (c) Insurance premiums paid by the lessor in respect of any risk relating to the lessor's ownership or interest in the premises and any equipment, plant, appliance or plate glass therein and against damage by such risk against which the lessor may choose to insure.
 - (d) Charges for water consumption and electricity on the premises.
 - (e) Strata levies in respect of the premises if the lessors property is converted into a strata plan

**The common seal of
The Shire of Ashburton**
is affixed in the presence of:

Chief Executive Officer

Shire President

Name (please print)

Name (please print)

[insert address]

**The common seal of
LESSEE**
is affixed in the presence of:

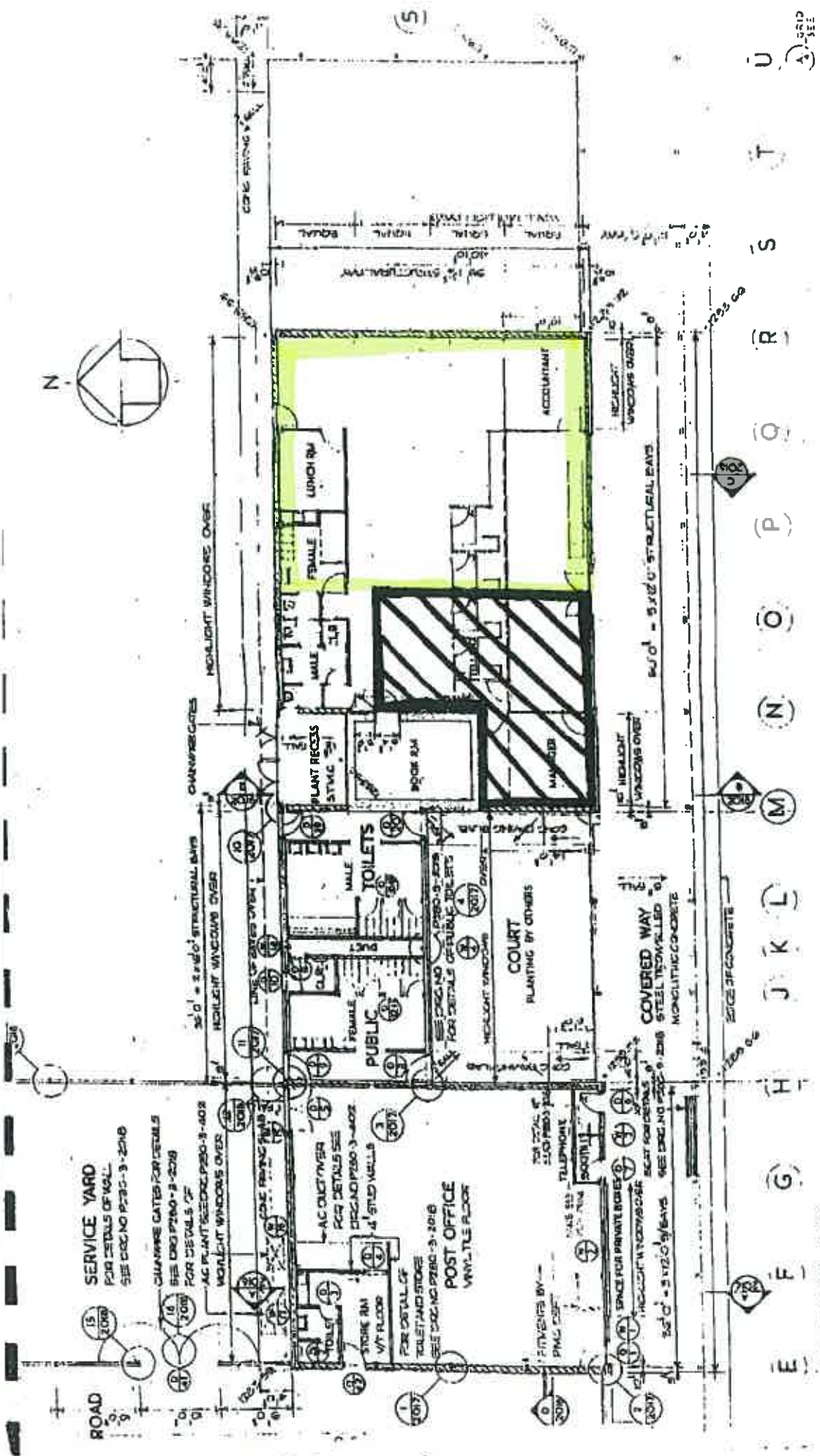
Chief Executive Officer

Secretary

Name (please print)

Name (please print)

[insert address]



EXTENT OF POST OFFICE CONTRACT

EXTENT OF BANK CONTRACT

LEVEL	BY	DATE	BY	DATE	BY	DATE	BY	DATE
A	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
B	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
C	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
D	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
E	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
F	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
G	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
H	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
I	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
J	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
K	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
L	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
M	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
N	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
O	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
P	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
Q	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
R	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
S	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
T	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01
U	1000	10/10/01	1000	10/10/01	1000	10/10/01	1000	10/10/01

SCALE 1:1000

DATE 10/10/01

Chelsie Robson

To: Andrew Sidoti
Subject: Letter - Expired Lease 811 Ashburton Court Paraburdoo

Hi Chelsie,

At this stage it is SKILLED's preference to continue on a month to month arrangement, with a 3 month termination by either party.

Please advise if this position is accepted once this is taken to council.

Regards,

Andrew Sidoti
General Manager Commercial
Workforce Services & PeopleCo

Direct: 02 8337-9423
Mobile: 0418 611 009

Email: asidoti@skilled.com.au

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Government of Western Australia
Department of State Development

SHIRE OF ASHBURTON	
Rec No:	1322950
28 OCT 2013	
File:	RD.MI
Officer:	PTP

Our ref: S0072/200909
Enquiries: Leanne Spencer - Ph 9222 0574
Email: leanne.spencer@dsd.wa.gov.au

COPY

Mr Neil Hartley
Chief Executive Officer
Shire of Ashburton
PO Box 567
TOM PRICE, WA, 6751

Dear Mr Hartley

**REQUEST FOR COMMENT - IRON ORE (ROBE RIVER) AGREEMENT ACT 1964
- INCREASE IN WEST ANGELAS PRODUCTION RATE TO 35 MTPA -
DETAILED PROPOSAL**

Robe River Mining Co. Pty Ltd has submitted a proposal to the Minister for State Development seeking approval to increase the production rate at West Angelas from 30 million tonnes per annum (Mtpa) to 35 Mtpa of iron ore by developing Deposit B (see attached proposal).

It would be appreciated if you could please review the attached proposal and provide your comments to the Department of State Development (addressed to Leanne Spencer, Senior Project Officer) no later than COB Friday 15 November 2013.

Should you have any queries or require additional information please do not hesitate to contact Leanne Spencer on (08) 9222 0574.

Yours sincerely

Matt Beahan
A/Project Manager
PROJECT FACILITATION

22 October 2013

Iron Ore (Robe River) Agreement Act 1964
Increase in West Angelas Production Rate to 35
Mtpa - Detailed Proposal

xx December 2013



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Detailed proposal – Increase in West Angelas Production Rate to 35 Mtpa

1. Introduction

1.1. Background

Seaborne iron ore trade has experienced unprecedented growth, from 448 million tonnes in 2000 to over 1.1 billion tonnes in 2012. This growth resulted primarily from strong steel demand in China, driven by rising household incomes and rapid rates of urbanisation. Seaborne iron ore exports to China are expected to continue to increase over the next decade. Beyond this timeframe, demand from India and South East Asia is expected to become increasingly important. Rio Tinto is currently expanding its iron ore operations in the Pilbara to meet this demand (**Pilbara Expansion**). To facilitate the Pilbara Expansion, upgrades to existing operations as well as ongoing maintenance and expansion works are required at mines, the rail network, the ports, supporting utilities and infrastructure. A number of works associated with the Pilbara Expansion have already been approved and construction is ongoing.

A key aspect of the Pilbara Expansion is the expansion of the existing West Angelas mine and, in particular, the development of Deposit B (**Deposit B**). The development of Deposit B will facilitate an increase in the production rate at West Angelas from 30 million tonnes per annum (**Mtpa**) to 35 Mtpa of iron ore (the **Project**). This will enable Rio Tinto's base production rate, which the Pilbara Expansion will build upon, to be sustained.

In accordance with the *Iron Ore (Robe River) Agreement Act 1964 (Robe River State Agreement)*, Robe River Mining Co. Pty Ltd (**Company**), as manager for and on behalf of the Robe River Iron Associates Joint Venture, now proposes to increase the production rate at West Angelas to 35 Mtpa by developing Deposit B.

1.2. Project area

West Angelas mine is located within the Shire of East Pilbara approximately halfway between Newman and Tom Price. The location of West Angelas mine is shown on the map attached at **Figure 1**.

1.3. Project overview

The key aspects of the Project are summarised below:

- development of a new open pit mine at West Angelas (Deposit B);

- increased production rate at West Angelas from 30 Mtpa to 35 Mtpa;
- road haulage of ore from Deposit B to the existing Deposit A processing plant; and
- processing of Deposit B ore at the existing Deposit A processing plant, which will be upgraded to allow for the increased throughput.

The scope of the Project is outlined in more detail in Section 3 of this proposal. No new tenure is required to develop the Project.

It is worth noting that the development of Deposit B is already approved under the original West Angelas mine proposal approved under the Robe River State Agreement on 4 May 2000 (**Original Proposal**), but the increase in the West Angelas production rate (which will be achieved by mining Deposit B) is not. As such, this proposal only seeks approval for the increase in the production rate at West Angelas and associated upgrades that are not already approved in the Original Proposal, such as upgrades to increase the capacity of existing processing infrastructure (refer to section 3.5 below).

1.4. Project funding and timing

Funding for the Project was committed on [xx November 2013].

Planning is in place to allow construction of the project works to commence immediately following approval of this proposal. First ore from Deposit B is expected to be mined in Quarter 1, 2015, following construction of the haul road and completion of the processing plant upgrades. The remaining (ancillary) Project works will be finalised in Quarter 2, 2015.

At the date of this proposal, the Company expects the West Angelas mine (which currently includes Deposits A, B and E) will operate at the increased production rate of up to 35 Mtpa for approximately 13 years. This is an estimate only based on current ore body knowledge, market conditions, and other factors, and is likely to change over time.

1.5. Approval requested

In accordance with clause 7A of the Robe River State Agreement, the Company now submits this detailed proposal and requests approval to develop the Project under clause 7AB of the Robe River State Agreement.

2. Existing Facilities and Approvals

The West Angelas mine was originally developed following approval of Original Proposal by the Minister for State Development on 4 May 2000.

The Original Proposal approved the initial development of West Angelas mine and the above and below water table sequential mining of Deposit A and Deposit B. A maximum approved throughput of 20 Mtpa was initially approved.

On 13 November 2006, the Minister approved an increase in the production rate at West Angelas to 30 Mtpa.

Given that the mining of Deposit B is already approved under the Original Proposal, this proposal seeks approval for the increase in the production rate at West Angelas to be generated by mining Deposit B, and for the related works and upgrades at West Angelas mine required to support the increase in tonnes (such as the upgrades to the processing plant). Full details of this work are set out in Section 3, Project Scope, below. To provide context and a complete picture, Section 3 also contains a general overview of the other (already approved) aspects of the Deposit B development.

3. Project Scope

The scope of works for Project, including the development of Deposit B, is outlined below. All of the proposed works will be located on appropriate tenure held by the Company. This is described in more detail in section 6 below.

The key works and infrastructure described below are outlined on the plan attached at **Figure 2** to this proposal.

3.1. Increase in throughput

The Company currently has approval to mine Deposits A, B and E (excluding a specified site of heritage significance) within the West Angelas mine. The development of Deposit B will result in an increase in the production rate at these West Angelas deposits from 30 Mtpa to 35 Mtpa. West Angelas mine currently is expected to operate at the increased production rate from Quarter 1, 2015.

The Company will achieve 35 Mtpa of iron ore production at West Angelas by mining Deposit A, Deposit B and Deposit E. When Deposit B comes online in 2015, the split between the three deposits will be fairly even, but as the ore at Deposit A is depleted, the proportion of the 35 Mtpa of production sourced from Deposit B will increase. As other deposits in the West Angelas area are approved and developed over time, the composition of the 35 Mtpa of production will further change.

3.2. Mining and transportation

a) Mining method

The mining method for Deposit B will be traditional open pit mining with approximately 10 metre benches, as is the case for Deposit A. A small portion of Deposit B is located below the water table so dewatering will be required prior to mining the below water table portion of the deposit (refer to section 3.4 below).

Ore will be hauled by haul truck from Deposit B to existing and new processing infrastructure located near Deposit A (refer to section 3.5 below).

b) Haul road from Deposit B to Deposit A

A haul road will be developed to transport ore from Deposit B to Deposit A. The road will be approximately 5.7 kilometres in length and will run from the northern edge of the creek diversion berm at Deposit B (refer to section 3.3 below) to the existing haul road located near Deposit A. The proposed alignment of the haul road and the tenure the haul road will intersect are shown on the map attached at **Figure 2**. To avoid doubt, the haul road will be constructed on Mining Lease ML248SA, General Purpose Lease G47/1236 and Miscellaneous Licence L47/50 (tenure details are explained in more detail in section 6 below).

It is worth noting that the Original Proposal contemplated the construction of a conveyor between Deposit B and Deposit A. The Company proposes to initially transport ore from Deposit B to Deposit A along the new haul road rather than constructing the conveyor from the outset of mining at Deposit B, but this may occur in future.

c) Waste dumps

Two new waste dumps will be created for use by the Deposit B mine. One waste dump is expected to be located to the south-east of the pit area and one to the west of the pit. In-pit waste dumping will also be employed where possible as the pit is progressively mined. Access tracks will be constructed to access the waste dumps as required. The Company's Ministerial Statement covers the waste dumps (refer to section 8.1 below).

d) Access roads

A light vehicle access road will also be constructed to link Deposit A to new operations support facilities at Deposit B. This access road will be approximately 2.75 kilometres in length and will generally run parallel to a portion of the haul road (at the Deposit B end of the haul roads). The new access road will link to the existing access road that connects to Deposit A.

In addition, small access tracks will be constructed in and around the new Deposit B development to provide safe and efficient access for workers and appropriate equipment corridors.

3.3. Diversion channel and berm

Deposit B intersects with a creek that ultimately flows into Turee Creek (a tributary of the Ashburton River). To minimise storm water runoff from the creek going into the mine pit, a berm and creek diversion system will be constructed to divert the water run-off into another area. Environmental and water approvals have been obtained for the creek diversion system and berm (refer to section 8 below).

3.4. Dewatering

As mentioned above, a portion of the Deposit B pit will extend below the water table and as such the deposit will need to be dewatered before the below water table ore can be mined. Below water table mining is not expected to commence until several years after the commencement of mining at Deposit B (in approximately 2020).

A new dewatering borefield will be developed to enable Deposit B to be dewatered. The borefield will include new dewatering bores, which will connect to a turkey's nest and a water truck filling station. Water will be extracted from the borefield from the commencement of the Project and will supply construction and operations water for the Project. At this stage, the Company does not expect there to be any excess water required to be discharged as a result of dewatering Deposit B.

The Company has approval under Part IV of the *Environmental Protection Act 1986* (WA) (**EP Act**) to mine below water table at Deposit B, and to dewater the deposit for this purpose (refer to section 8.1 below). The new dewatering bores are approved under section 26D of the *Rights in Water and Irrigation Act 1914* (WA) (refer to section 8.6 below). As mentioned in section 2 above, State Agreement approval is also in place for below water table mining at Deposit B (refer to section 7.7 of the Original Proposal).

3.5. Processing infrastructure

Modifications will be made to the existing crushing and screening infrastructure located near Deposit A to enable additional ore from Deposit B to be processed through the existing infrastructure.

Several new components will be added to the Deposit A process plant to increase the plant capacity including a new feed hopper, conveyor modifications and

additions, new replacement stacker with increased capacity, and a new fines sampling station.

It is worth noting that the Original Proposal contemplated the installation of a primary crusher at Deposit B. The Company will initially utilise the existing primary crushing plant at Deposit A to process ore from Deposit B, and may later develop a crusher at Deposit B.

3.6. Ammonium nitrate facility

The current West Angelas ammonium nitrate facility will be expanded to accommodate additional ammonium nitrate emulsion tanks to cater for the expansion to 35 Mtpa. An amendment to the Company's existing Dangerous Goods Licence (DGS016356) will be obtained before the additional tanks are commissioned.

3.7. Power

Minimal power will be required at Deposit B to implement the Project. The power requirements at Deposit B will be supplied through the use of generators. Additional power will be required at the Deposit A processing plant to support the upgrades to the processing facilities required as a result of the increase in throughput. Power will be supplied to the upgraded processing infrastructure via Rio Tinto's existing electricity infrastructure. Minor modifications will be carried out to increase the capacity of this infrastructure. For example, additional switch rooms, transformers, and a new ring main will be installed at West Angelas, and two new substations will be constructed on Mining Lease ML248SA.

3.8. Associated works

To support the Deposit B development, the following associated works and facilities will be constructed:

- a communications tower and related communications infrastructure;
- construction and operations support facilities near West Angelas Deposit A including site offices, laydown areas, and storage facilities;
- new operations support facilities near Deposit B including offices, crib room, ablutions, heavy vehicle and light vehicle parking and wash-down bay;
- a new landfill facility; and
- new and expanded warehouses and workshop facilities.

4. Workforce and Accommodation

4.1. Workforce

The construction workforce for the Project is expected to peak at approximately 290 people. Once Deposit B has commenced operation and the increased production rate has been achieved, an operational workforce of approximately 1300 people is expected to be required. This is an increase to the existing workforce of approximately 200 additional workers. Due to the remote location of the West Angelas site, the construction and operations workforces will continue to be comprised primarily of fly in fly out workers (**FIFO**) who will be accommodated at the existing West Angelas Village. All FIFO workers will continue to fly into the West Angelas airstrip.

4.2. Accommodation

As mentioned, the Company's existing West Angelas Village will accommodate the Deposit B construction and operations workforces. The Company obtained approval under the Robe River State Agreement to expand West Angelas Village to 1700 rooms on 30 March 2012 as part of the West Angelas Power Station Proposal. The Deposit B workforce will be accommodated within the approved 1700 room limit.

5. Water supply

Water for the Project will be sourced from a combination of groundwater bores, including the dewatering bores to be installed at Deposit B (refer to section 3.4 above). Construction and operational water requirements for the Project are expected to be within the Company's existing water entitlements under its groundwater licences (refer to section 8.6 below for more information).

Minor upgrades will be made to the Company's existing water supply infrastructure to enable water to be reticulated to the new processing infrastructure that will be located near Deposit A.

6. Tenure

All of the proposed Project works (described in section 3 above) will be located within the following appropriate (fit for purpose) existing tenure held by the Company:

- Mining Lease ML248SA;
- Miscellaneous Licences L47/63, L47/61 and L47/50; and
- General Purpose Lease G47/1235 and G47/1236.

The above tenure is all held pursuant to the Robe River State Agreement. The location of each piece of tenure and the layout of key works within the tenure is shown in the plan attached at **Figure 2**.

7. Environmental Management

The Project works will be carried out in accordance with the Company's Construction Environmental Management Plan for the development of Deposit B, and the Company's broader environmental management procedures for West Angelas mine.

8. External Approvals

8.1. Part IV EP Act

The development of the West Angelas mine is approved under Ministerial Statement 514. The Ministerial Statement approves, among other things, below water table mining at Deposits A, B and E, and dewatering for the purpose of accessing ore below the water table.

Further approval under Part IV of the EP Act is not required to develop Deposit B or to increase the production rate to 35 Mtpa.

8.2. Part V EP Act – Works Approvals and Operating Licence

The existing West Angelas mine operates under Operating Licence L7774/2000/6, which was granted to the Company under Part V of the EP Act.

The Company will submit a Works Approval application to the Department of Environment and Regulation in Quarter 4, 2013 for the construction of the additional processing plant infrastructure required to develop the Project (refer to section 3.4 above). The Company anticipates that the Works Approval will be granted by the end of Quarter 4, 2013 ahead of construction of the additional plant in 2014.

Once the additional processing infrastructure is constructed and commissioned, the Company will seek an amendment to the existing Operating Licence for West Angelas mine to ensure the additional infrastructure is covered.

8.3. Part V EP Act – Native vegetation clearing permits

As noted above, the Project is approved under Part IV of the EP Act. Formal assessment of a project under Part IV constitutes an exemption to the requirement to obtain a Native Vegetation Clearing Permit (NVCP) to carry out clearing activities. As such, the Company does not require an NVCP to carry out the Project works.

8.4. Aboriginal heritage approvals

Archaeological and ethnographic heritage surveys have been conducted over the proposed Project area in consultation with the Yinhawangka people, in accordance with the terms of the *Aboriginal Heritage Act 1972 (WA) (AH Act)* and the Company's internal Aboriginal heritage procedures which exceed the requirements of the AH Act. A number of heritage sites have been identified within the Project

area. The company will endeavour to avoid impacting heritage sites wherever feasible.

A section 18 consent was granted by the Minister for Aboriginal Affairs in January 2000 for the development of the West Angelas mine which includes some elements of the Project area (such as the proposed new haul road and waste dumps). Additional section 18 approvals are required to develop the Deposit B mining/pit area. The Company submitted applications for these additional approvals to the Department of Aboriginal Affairs in July and August 2013, and the applications are currently under consideration. The Company expects that both applications will be approved by the end of Quarter 4, 2013.

8.5. Mining Act approval

A Mining Proposal under the *Mining Act 1978 (WA)* (**Mining Act**) is not required to commence mining Deposit B as the deposit is located on the Company's State Agreement Mining Lease ML248SA, and activities undertaken on such tenure do not require further approval under the Mining Act.

As outlined in section 6 above, several other Mining Act tenements are impacted by the Project works (for example, the haul road will intersect multiple Miscellaneous Licences and General Purpose Leases). The tenement conditions for the licences/leases on which Project works will be carried out currently provide authorisation to undertake construction activities without the requirement to obtain further approval under the Mining Act. This is because the proposed activities are considered approved under Ministerial Statement 514 and fall within the scope of the specified purposes of the tenure.

Given the above, a Mining Act proposal is not expected to be required in connection with any of the Project works.

8.6. Water licences

As mentioned in section 5 above, the water requirements for the Project are expected to be within the Company's existing water entitlements under its groundwater licences. The Company holds two relevant groundwater licences under section 5C of the *Rights in Water and Irrigation Act 1914 (WA)* (**RIWI Act**): GWL 98740 and GWL 103136. GWL 98740 provides an annual water entitlement of 5,000,000 kilolitres (kL), and GWL 103136 provides an annual water entitlement of 3,102,500 kL.

On 9 November 2012, the Company obtained a licence under section 26D of the RIWI Act (CAW 176494) to construct additional bores that will be drilled to supply water for construction and operation purposes for Deposit B (as discussed in section 3.4 above). On 30 May 2013, the Company also obtained a bed and banks permit under section 17 of the RIWI Act (PMB 177358) to construct a berm and creek diversion channels that are required to implement the Project (discussed in section 3.3 above).

8.7. Local government

The Company has consulted the Shire of East Pilbara about the Project and will obtain any necessary local government approvals from the Shire of East Pilbara in accordance with relevant legislation.

9. Offshore Services, Material, Plant, Equipment and Supplies

All materials and plant and equipment required to carry out the Project works are expected to be sourced locally.

The Company's contracting plans include objectives to develop skills within the indigenous community, develop indigenous companies with appropriate capabilities and provide a positive enduring impact to the local indigenous communities and persons in the Pilbara.

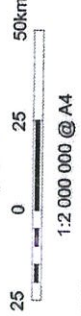
In addition, the Project will implement the terms of the local participation plan (LPP) that was prepared in accordance with clause 7H of the Robe State Agreement and approved by the Minister for State Development on 21 June 2012. An LPP notice was submitted to the Minister in relation to the development of Deposit B on 5 June 2013 confirming that the Project would implement the terms of the LPP.

LEGEND

- Rio Tinto Mine
- Rio Tinto Port
- Town
- Other Mine (BHPBIO & FMG)
- Other Port (BHPBIO & FMG)
- Railway
- Highway
- Major Road
- Minor Road
- National Park



SCALE

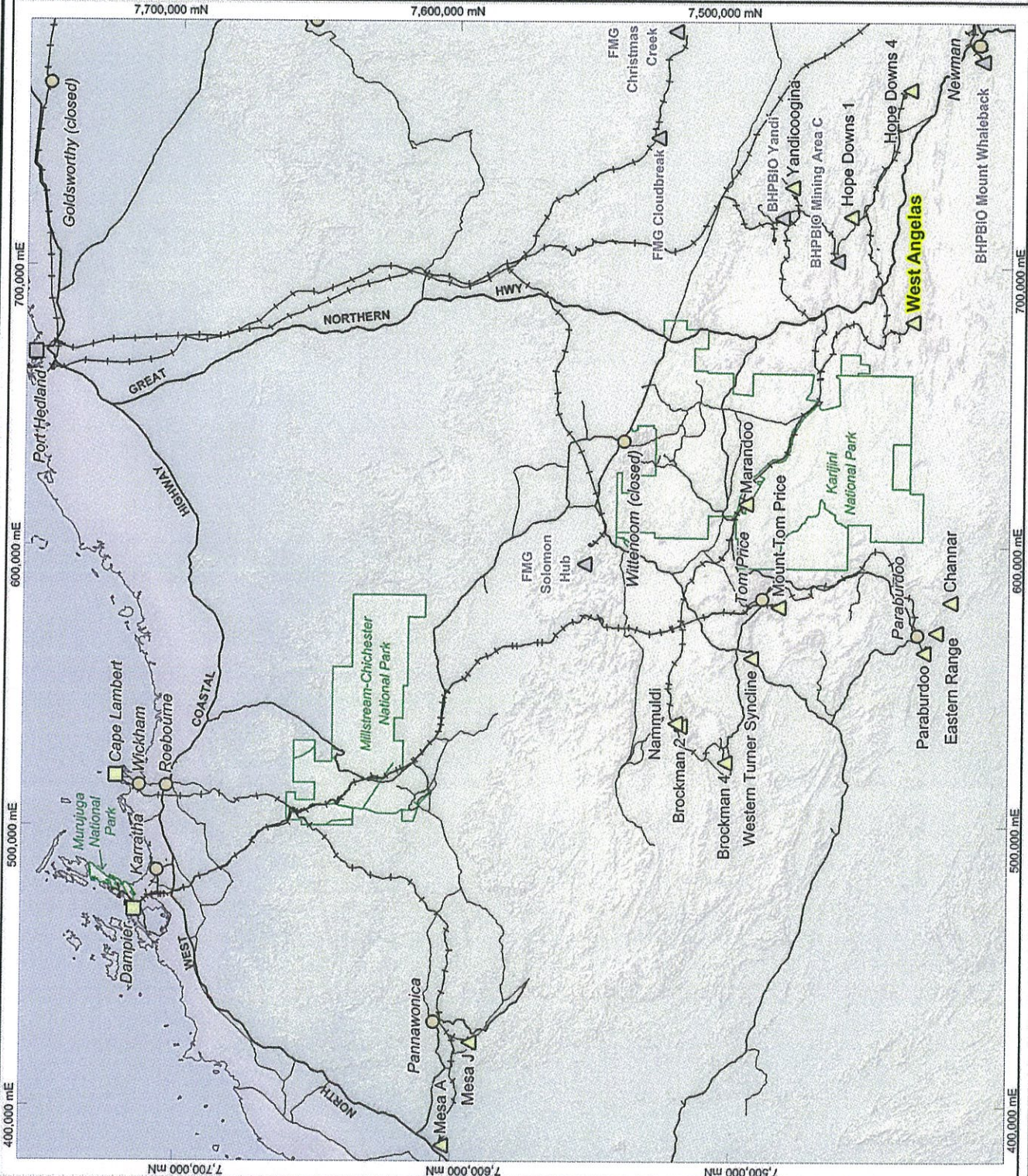


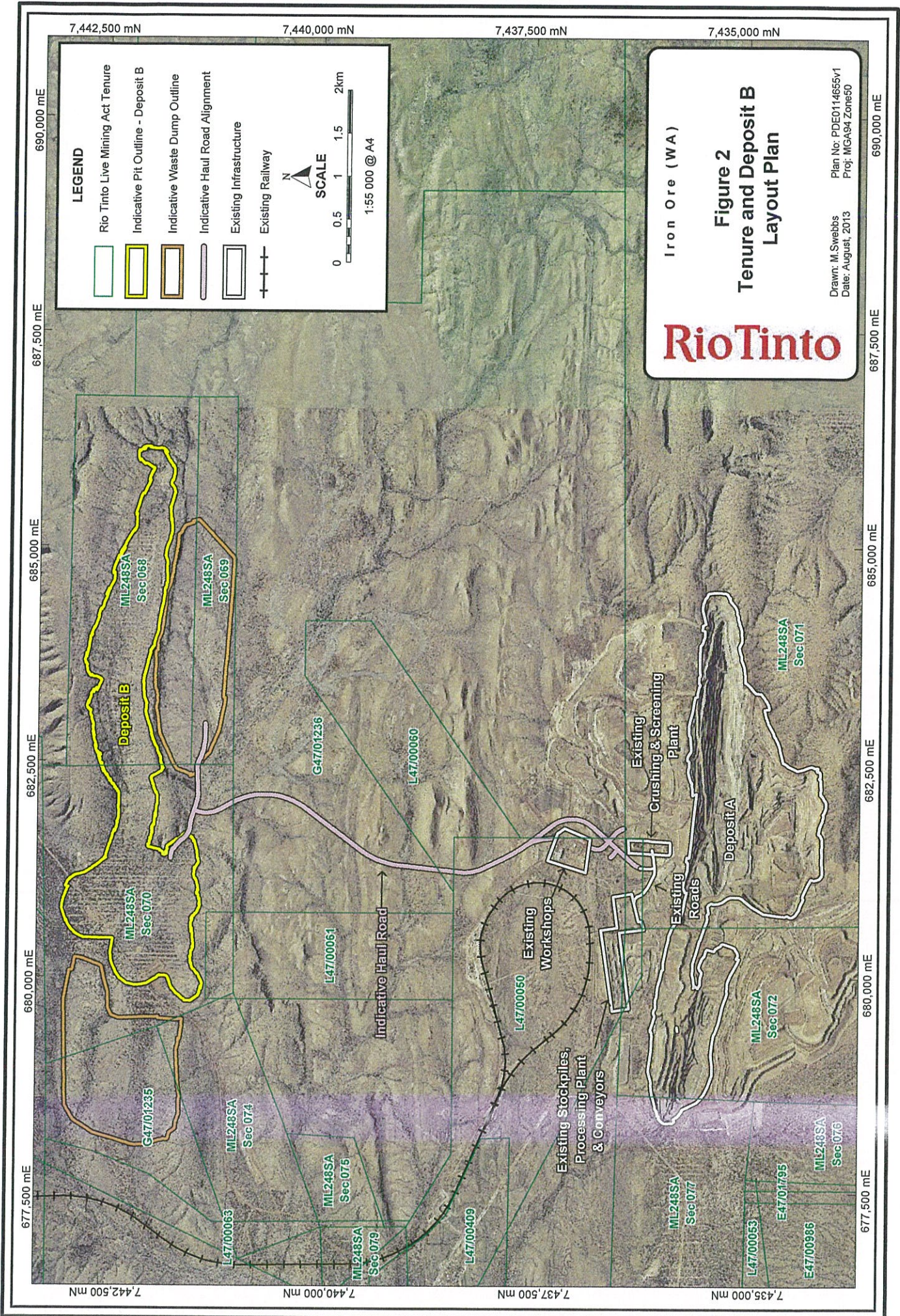
Iron Ore (WA)

**Figure 1
Location Map**

RioTinto

Drawn: M.Swebbs Plan No: PDE0114654v1
Date: August, 2013 Proj: MGA94 Zone50





7,442,500 mN 7,440,000 mN 7,437,500 mN 7,435,000 mN

LEGEND

- Rio Tinto Live Mining Act Tenure
- Indicative Pit Outline - Deposit B
- Indicative Waste Dump Outline
- Indicative Haul Road Alignment
- Existing Infrastructure
- Existing Railway

SCALE

0 0.5 1 1.5 2km

1:55 000 @ A4

Iron Ore (WA)

Figure 2
Tenure and Deposit B
Layout Plan

RioTinto

Drawn: M.Swebbs Plan No: PDE0114655v1
Date: August, 2013 Prof: MGA94 Zone60

690,000 mE 687,500 mE 685,000 mE 682,500 mE 680,000 mE 677,500 mE

680,000 mE 682,500 mE 685,000 mE 687,500 mE 690,000 mE

7,442,500 mN 7,440,000 mN 7,437,500 mN 7,435,000 mN



Government of Western Australia
Department of State Development

SHIRE OF ASHBURTON	
Rec No:	1322958
29 OCT 2013	
File:	CA. KIKU
Officer:	PKP

Our ref: S0073/200910
Enquiries: Leanne Spencer - Ph 9222 0574
Email: leanne.spencer@dsd.wa.gov.au

COPY

Mr Neil Hartley
Chief Executive Officer
Shire of Ashburton
PO Box 567
TOM PRICE, WA, 6751

Dear Mr Hartley

REQUEST FOR COMMENT - IRON ORE (HAMERSLEY RANGE) AGREEMENT ACT 1968 (PARABURDOO) – EXTENSION OF USE OF EXISTING ACCOMMODATION AT PARABURDOO CAMP

Hamersley Iron. Pty Ltd has submitted a request to the Minister for State Development seeking approval to extend the use of its existing 120 person Kurra Kulli Paraburadoo accommodation camp to 19 April 2017 in accordance with the *Iron Ore (Hamersley Range) Agreement Act 1968 (Paraburadoo)*. The term of the camp currently expires on 31 December 2013.

It would be appreciated if you could please review the attached proposal and provide your comments to the Department of State Development (addressed to Leanne Spencer, Senior Project Officer) no later than COB Friday 15 November 2013.

Should you have any queries or require additional information please do not hesitate to contact me on (08) 9222 0574.

Yours sincerely

Leanne Spencer
Senior Project Officer
PROJECT FACILITATION

22 October 2013



HAMERSLEY IRON

A member of the Rio Tinto Group

22 October 2013

CONFIDENTIAL

The Honourable Colin Barnett MEd MLA
Premier; Minister for State Development
Level 1, Hale House
1 Parliament Place
WEST PERTH WA 6005

Dear Minister

IRON ORE (HAMERSLEY RANGE) AGREEMENT ACT 1968 (PARABURDOO) – Extension of Use of Existing Accommodation at Paraburadoo Camp

Hamersley Iron Pty Ltd (**Company**) requests approval to extend the use of the existing 120 person Kurra Kulli Paraburadoo accommodation camp (**Paraburadoo Camp**) to 19 April 2017 in accordance with the *Iron Ore (Hamersley Range) Agreement Act 1968 (Paraburadoo) (Paraburadoo State Agreement)*.

Background

The Paraburadoo Camp was established in November 2004 to accommodate the 120 person construction workforce required for the Paraburadoo brownfields mine expansion.

On 28 February 2007, the Minister for State Development (**Minister**) approved the use of the Paraburadoo Camp until 31 December 2008. On 24 November 2008 this approval was extended to 31 December 2010. On 13 December 2010, the Minister subsequently approved a three year extension to the term of the Paraburadoo Camp, to 31 December 2013.

The Paraburadoo Camp is currently approved to accommodate construction, operational and maintenance workforce and services mining operations at nearby Paraburadoo, Eastern Ranges and Channar (**Greater Paraburadoo**) and Tom Price, which are mining operations approved under the Paraburadoo State Agreement and or the *Iron Ore (Hamersley Range) Agreement Act 1963 (Hamersley State Agreement)*.

Prior to the grant of the further three year term in 2010, the Shire of Ashburton (**Shire**) wrote to the Department of State Development (**DSD**) (20 May 2010) objecting to the Company's initial request, which had sought approval to:

- a) Expand the Paraburadoo Camp to a total of 400 rooms
- b) Extend the life of the camp to 2030.

The Company, in acknowledgement of the Shire's comments in correspondence dated 20 May 2010, revised their request and progressed with approval for the extension of the life of the Paraburadoo

Camp until 31 December 2016. As outlined above, on the 13 December 2010, the Minister approved this request; however, only for a three year period, such that the Shire and the Company could work together to resolve the housing/accommodation planning issues associated with Paraburdoo. The Company has been working collaboratively with the Shire to meet this requirement and is committed to the strategies for achieving community and social benefits as outlined in the Company's Community Development Plan, which was approved in June 2012. Collaboration between the Company and the Shire is evidenced below:

- The Company has been involved in considerable engagement with a number of agencies (e.g. the Pilbara Development Commission and Department of Housing) and the Shire regarding the strategic direction for Paraburdoo town. The Shire and the Company have met regularly to discuss Paraburdoo town since 2010, including via a Partnership Governance Committee and Shire Working Group.
- The Company is party to the WA Government Pilbara Towns Redevelopment Memorandum of Understanding (**MOU**) (2009), which provides a framework for strategic discussions about Pilbara towns.
- The Company's internal Pilbara towns strategy (2011) outlines the Company's ongoing commitment to Paraburdoo as a predominantly residential base for its employees at Greater Paraburdoo.
- The Company has engaged an independent consultant to undertake a social impact assessment and to subsequently develop a Social Impact Mitigation Plan (**SIMP**) in consultation with the Shire. The social impact assessment and subsequent SIMP is underway and is expected to be completed in Quarter 4, 2013.
- The Company has also undertaken significant investment in Paraburdoo over the past several years, including for example, major house refurbishment programme within Paraburdoo town, replacement of the high voltage electrical line supplying the town and the development of a new runway and passenger facilities at Paraburdoo airport to improve visitor amenity and landing access and safety.
- The Company has sold some vacant housing lots in Paraburdoo over the last year to help address the supply of land issue.
- The Company has also committed to a Community Infrastructure Services Partnership with the Shire of Ashburton. This partnership provides the framework for the Company and the Shire to work cooperatively and collaboratively to revitalise the existing Paraburdoo town. Currently, the Company is working closely with the Shire to improve the amenity and services available in Paraburdoo. Initiatives for Paraburdoo include:
 - the Shire of Ashburton Community Hub Project
 - new child care centre
 - town landscape improvements and play facilities
 - road and drainage infrastructure and maintenance
 - sports facility upgrades
 - ongoing community development and events.

In addition, the Company has consulted with the Shire in the last few months regarding the request to extend the use of the existing 120 person Paraburdoo Camp to 19 April 2017, including discussions with the Acting/Chief Executive Officer and the Executive Manager for Community Development.

It is anticipated that Greater Paraburdoo operations will have a mine life to at least 2035, subject to the approval of individual satellite ore bodies proximate to Greater Paraburdoo. The Paraburdoo Camp is integral to the support of the ongoing Greater Paraburdoo operations. As such, extending the approved life of the Paraburdoo Camp is essential to provide an ongoing and reliable source of cost effective accommodation.

External Approvals

Paraburdoo Camp is situated on General Purpose Lease 47/5SA (**G47/5SA**), which was approved pursuant to clause 9(1)(c)(i) of the Hamersley State Agreement and expires on 19 April 2017.


As the Paraburdoo Camp is an existing facility; no additional approvals are required at this time. As required, the Company will renew or seek any additional secondary approvals required during the extension period.

Request for variation to approved proposals

The Company requests approval to extend the use of the existing 120 person Paraburdoo Camp to 19 April 2017, which aligns with the expiry of G47/5SA. No expansion beyond the existing 120 rooms is proposed at this time.

This request is made as a variation to the original Paraburdoo proposals in accordance with the rights conferred by section 9 of those proposals, which were approved pursuant to clause 5 of the Paraburdoo State Agreement.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Richard Cohen', written over a faint rectangular stamp area.

Richard Cohen

General Manager – Studies and Approvals

Kurra Kulli Village License Extension

PARABURDOO COMMUNITY ENGAGEMENT

Rio Tinto is proposing to seek approval to extend the operating license of the Kurra Kulli worker FIFO accommodation village, west of Paraburdoo. No changes to the village facilities or occupancy are proposed, just a continued operation of the village for a further six years.

Rio Tinto has engaged Creating Communities Australia Pty Ltd, to lead a process to investigate the potential social impacts, benefits and opportunities for improvement for Paraburdoo residents and stakeholders, from the ongoing use of Kurra Kulli village.

The following information, in the frequently asked questions and answers provides background information regarding the proposed extension to the village's license. This information should be read prior to the completion of the community survey which can be accessed at www.kurrakullisurvey.com.au

Q1 Where is the Kurra Kulli village?

The village is located approximately 4 km west of Paraburdoo.

Q2 How long has Kurra Kulli been in operation?

The village has been in operation for a total of eight years -since opening in 2005.

Q3 What are the key features of the village?

The village is similar to many other FIFO accommodation villages and includes single room accommodation suites; an administration area with a very small shop for essential items and incidentals (e.g. toothpaste); a dining hall; wet mess/beer garden; cricket nets and playing fields.

Q4 Who owns/manages the village?

Kurra Kulli is owned by Rio Tinto and is managed under contract by Compass/ESS.

Kurra Kulli Village License Extension

PARABURDOO COMMUNITY ENGAGEMENT

Q5 How many accommodation units are there?

There are only 118 units at the village, which are used for accommodating Rio Tinto staff and associated contractor personnel. This amount of accommodation will remain unchanged.

Q6 Who currently resides in the village (including worker types and numbers)?

The 118 units are utilised by construction, shut down and operational employees, with many working out of the local Rio Tinto mine site. They are on a variety of FIFO rosters. The village residents typically, include:

- 31 rooms with Rio Tinto occupants
- 87 rooms with contractor occupants
- Rosters generally either 8 days on and 6 days off or 14 days on and 6 days off.

Q7 What is the current occupancy rate and what is it predicted to be in the future?

Currently there is a 97% occupancy rate, with a predicted 83% average occupancy rate forecast to December 2013.

Q8 Who will reside at the village in the future?

The number and mix of workers is expected to remain similar the current mix for the foreseeable future.

Q9. How do Kurra Kulli residents get into town and why do they go into town?

Camp residents typically utilise their own vehicles to visit the local shops and use some of the local facilities and services available in Paraburdoo town. A survey is currently being conducted with Kurra Kulli residents to quantify this.

Kurra Kulli Village License Extension

PARABURDOO COMMUNITY ENGAGEMENT

Q10 What access do the community currently have to the village?

There is no access to accommodation facilities for the general public due to safety issues in accessing the site. The dining hall and wet mess are also not accessible to the general public, as any such access may impact on local hospitality businesses in Paraburadoo.

The most appropriate accommodation for community use for the region is at the Rocklea Palms facility in Paraburadoo – with accommodation requests considered on a case by case basis. The Paraburadoo Caravan Park has van sites and the Paraburadoo Tavern has rooms available for tourist use.

Q11 Are there any proposed changes to the operation of the Village in the future?

No

Q12 What is the approvals and advertising process to be undertaken with the Local Government and/or State Government for the continuing operation of the village?

Rio Tinto is applying to the State Government for a six year extension of the licence to operate Kurra Kulli. Rio Tinto is gathering information regarding the impacts of this extension on the Paraburadoo population to support this application. This is being completed in consultation with the Shire of Ashburton. Once this information has been submitted, the State Government will make a decision regarding the extension of the licence to operate.

Q13 What period of time is sought for the extension to the license to operate the village?

Currently Rio Tinto is seeking a six year extension of the licence to operate the village.

Q14 What will happen to the village if it is no longer required by Rio Tinto?

Rio Tinto plans to make use of Kurra Kulli in coming years. When the village is no longer required, the company envisages that the village would be removed and the site rehabilitated.

Kurra Kulli Village License Extension

PARABURDOO COMMUNITY ENGAGEMENT

Q15 How can I provide feedback?

A community survey is available at www.kurrakullisurvey.com.au. The survey closes on Monday 7 October 2013.

Q16 Who can I speak to if I need to discuss any issues about the village?

For questions relating to the operation of the Kurra Kulli village , please contact: Rio Tinto Pilbara help desk on 1800 992 777

For questions relating to the community engagement process and survey, please contact: Nicholas Fitzgerald, Creating Communities Pty Ltd on 08 9284 0910.



Government of **Western Australia**
Department of **Lands**

SHIRE OF ASHBURTON	
Rec No:	1322578
Date:	09-OCT 2013
File:	PA.CM.14
Officer:	PTP

Our ref: 3054-1986/2 Job No. 132160
Enquiries: Mark Kift, ph (08) 6552 4623
fax (08) 6552 4413
Email: mark.kift@lands.wa.gov.au

Chief Executive Officer
Shire of Ashburton
PO Box 567
TOM PRICE WA 6751

COPY

Dear Sir/Madam

LEASE RENEWAL - LEASE J412198 BEING LOT 14 ON DEPOSITED PLAN 216685, PARABURDOO – SHIRE OF ASHBURTON

Please be advised that Lease J412198 being Lot 14 on Deposited Plan 216685 was held for the purpose of "Light Industry" for a term of 21 years by Neville Stewart and Gillian Stewart and expired on the 31 March 2013.

Could you please advise whether you have any objections to the lease being renewed for 21 years, backdated to begin on the 1 April 2013.

I have enclosed a copy of Smartplan, the relevant Crown land title and deposited plan, for your information.

For further inquiries please contact Mark Kift, Assistant State Land Officer, Pilbara, Department of Lands on telephone 08 6552 4623.

Yours faithfully

Mark A Kift

Mark Kift
Assistant State Land Officer - Pilbara

4 October 2013



Scale : 1:2000 (Geographical)
MGA : SW=566914.0E,7433378.2N Zone 50 / NE=567312.0E,7433945.0N Zone 50
Lat/Long : 117°39'14.149", -23°12'26.384" / 117°39'28.062", -23°12'07.896" H 263mm by W 198mm

Printed : 09:52 Fri 4/Oct/2013
© Western Australian Land Information Authority 2013

This product is for information purposes only and is not guaranteed. The information may be out of date and should not be relied upon without further verification from the original documents. Where the information is being used for legal purposes then the original documents must be searched for all legal requirements.

WESTERN



AUSTRALIA

REGISTER NUMBER 14/DP216685	
DUPLICATE EDITION N/A	DATE DUPLICATE ISSUED N/A

RECORD OF QUALIFIED CERTIFICATE

VOLUME **LR3044** FOLIO **14**

OF

CROWN LAND TITLE

UNDER THE TRANSFER OF LAND ACT 1893
AND THE LAND ADMINISTRATION ACT 1997

NO DUPLICATE CREATED

The undermentioned land is Crown land in the name of the STATE of WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 14 ON DEPOSITED PLAN 216685

**STATUS ORDER AND PRIMARY INTEREST HOLDER:
(FIRST SCHEDULE)**

STATUS ORDER/INTEREST: LEASEHOLD

PRIMARY INTEREST HOLDER: NEVILLE STEWART
GILLIAN STEWART
BOTH OF LEVEL 7, 16 ST GEORGES TERRACE, PERTH
AS JOINT TENANTS

(TL J537350) REGISTERED 6 DECEMBER 2005

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)**

1. J412198 LEASE. SUBJECT TO THE TERMS AND CONDITIONS AS SET OUT IN THE LEASE. THIS LEASE WAS ISSUED PURSUANT TO SECTION 75 OF THE TLA IN LIEU OF LEASE I150629. REGISTERED 29.8.2005.
J537350 TRANSFER OF LEASE J412198 . REGISTERED 6.12.2005.

- Warning: (1) A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required. Lot as described in the land description may be a lot or location.
(2) The land and interests etc. shown hereon may be affected by interests etc. that can be, but are not, shown on the register.
(3) The interests etc. shown hereon may have a different priority than shown.

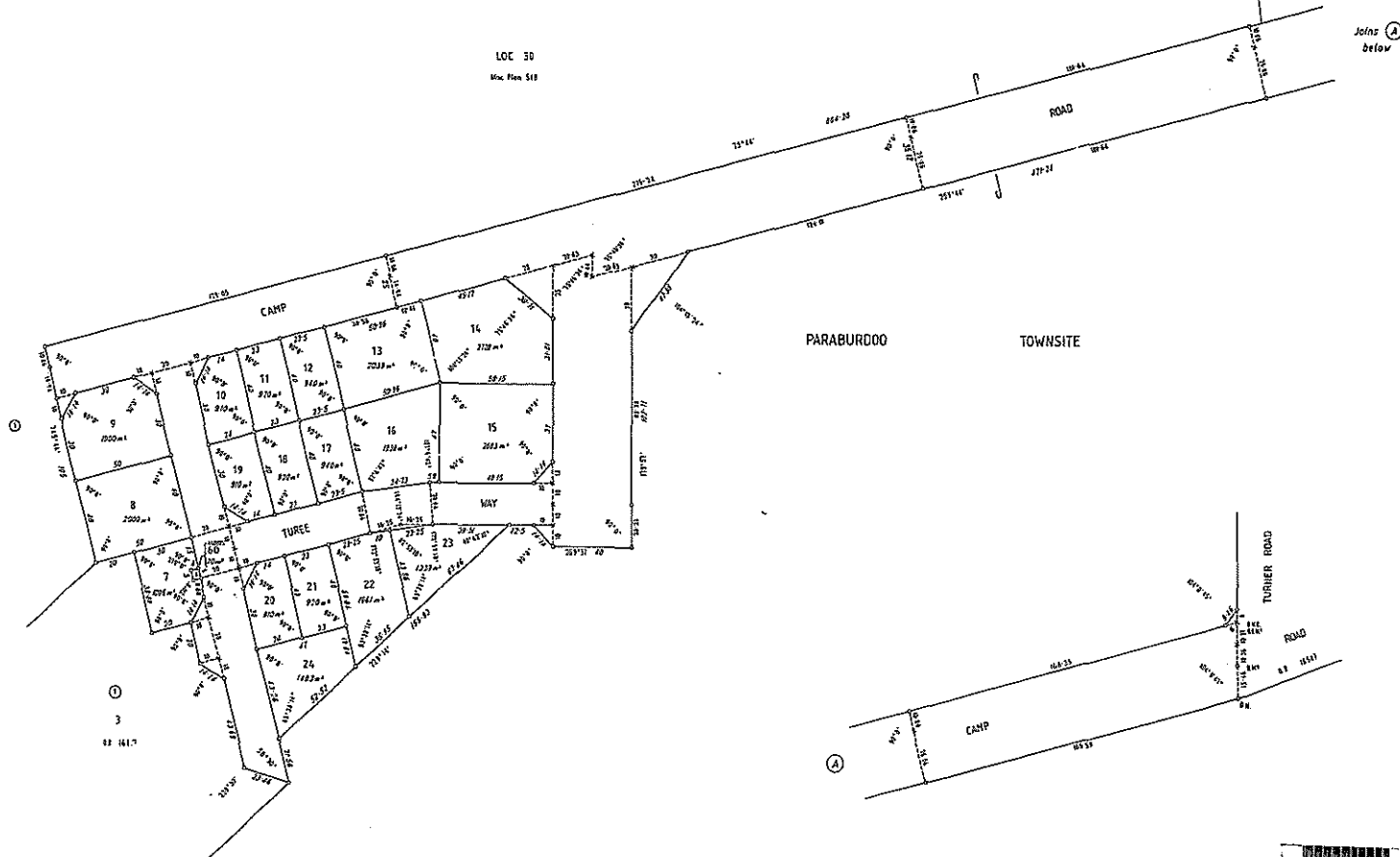
-----END OF CERTIFICATE OF CROWN LAND TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: LR3044-14 (14/DP216685).
PREVIOUS TITLE: This Title.
PROPERTY STREET ADDRESS: LOT 14 CAMP RD, PARABURDOO.

END OF PAGE 1 - CONTINUED OVER



AMENDMENTS
 ① See the 8712

LAND DISTRICT WINDLELL	PARABURDOO LOTS 7-24 & 60	FILE No. 2332-985
SUBJECT'S CERTIFICATE		SCALE 1:1000 all dimensions in inches
I hereby certify that the survey and partitioning of the land described in this certificate is in accordance with the Land Survey Act and the Survey Regulations.		PLAN CERTIFIED CORRECT
I am a Surveyor and I am duly qualified to perform the duties of a Surveyor in the Province of Saskatchewan.	I am a Surveyor and I am duly qualified to perform the duties of a Surveyor in the Province of Saskatchewan.	I am a Surveyor and I am duly qualified to perform the duties of a Surveyor in the Province of Saskatchewan.
Date of Survey 2012	Date of Survey 2012	Date of Survey 2012
Surveyor J. ENGLISH	Surveyor J. ENGLISH	Surveyor J. ENGLISH
Date 2012	Date 2012	Date 2012
DEPT. OF LAND SURVEY PLAN No. 16685		DEPT. OF LAND SURVEY PLAN No. 16685



S 104



Wheatstone Project

Chevron Australia Pty Ltd
ABN 29 086 197 757
L24, QV1, 250 St Georges Tce
Perth WA 6000, Australia
GPO Box S1580, Perth WA 6845
Tel 61 8 9216 4000
Fax 61 8 9216 4444

30 October 2013

Neil Hartley
Chief Executive Officer
Shire of Ashburton
PO Box 567
Tom Price WA 6751

Dear Mr Hartley

Request for Extension to Planning Approval 11053/20110494 (P) – Beadon Creek Seawater Intake Facility

Chevron Australia submitted a Planning Application to the Shire on 3 October 2011 for the development of a temporary seawater intake facility at Beadon Creek. The Planning Application was approved on 20 October 2011. On 25 January 2013, the Shire agreed to Chevron's request to extend the operation date of the facility until 28 January 2014.

The Beadon Creek facility was initially intended to be used for a temporary period to provide construction water for the Wheatstone Project and that it would be replaced by a permanent facility being constructed in the ANSIA.

The Project has now developed a suitable construction water source in the ANSIA, but we have identified a future need for construction water within the Onslow town site, to support Wheatstone projects such as residential housing and the FIFO operations village.

Chevron is seeking a three year extension of Planning Approval 11053/20110494 (P) until 28 January 2017 to ensure construction water is available to support Wheatstone projects within the Onslow townsite.

It would be appreciated if you would consider and approve this request.

Should you require any further information to support our request, please contact Ms Angelina Koroleva on 9413 6669.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Ian Yull', written over a horizontal line.

Ian Yull
Team Leader Government Approvals
Wheatstone Project



14 October 2013

Clerk of the Council of the Municipality
Shire of Ashburton
PO Box 567
Tom Price WA 6751

SHIRE OF ASHBURTON	
Rec No:	1322661
16 OCT 2013	
File:	RD.MI
Office:	PTP

JCS

VIA REGISTERED POST
AP# 5088 8726 1014

Dear Sir/Madam,

RE: NOTIFICATION OF APPLICATION FOR EXPLORATION LICENCE 47/2975.

We act as tenement managers to FMG Pilbara Pty Ltd.

The above application falls within your Local Government Area.

Please find enclosed by way of service pursuant to Regulation 64(6) of the Mining Regulation 1981, a copy of the application and a plan indicating its location.

Please contact the undersigned on (08) 9421 1777 should you have any queries regarding this application.

Yours faithfully
TENEMENT ADMINISTRATION SERVICES PTY LTD

Tony Ly
Mining Tenement Manager
E: tonyl@landadmin.com.au

Melbourne
Head Office & Accounts
1748 Gisborne-Melton Rd
Kurunjang VIC 3337
Telephone: (03) 9746 7222
Facsimile: (03) 9746 7799

Moorabbin
Suite G01a, 999 Nepean Hwy
Moorabbin VIC 3189
Telephone: (03) 9553 4696
Facsimile: (03) 9077 2857

Perth
2/326 Hay St
East Perth WA 6004
Telephone: (08) 9421 1777
Facsimile: (08) 9421 1331

Brisbane
Level 4, 345 Ann Street
Brisbane, Qld, 4000
Telephone: (07) 3012 7503
Facsimile: (07) 3211 0424

Sydney/Maitland
30 Colliery St
Cessnock NSW 2325
PO Box 577
Raymond Terrace NSW 2324
Telephone: 0419 760 801
Facsimile: (02) 4990 7481

APPLICATION FOR MINING TENEMENT

(a) Type of tenement	(a) Exploration Licence		No. E 47/2975
(b) Time & Date marked out (where applicable)	(b) a.m./p.m. / /		(c) WEST PILBARA
(c) Mineral Field			
For each applicant:	(d) and (e)		(f) Shares
(d) Full Name and ACN/ABN	FMG PILBARA PTY LTD (ACN: 106 943 828)		100
(e) Address	ACQUISITIONS AND TENEMENTS DEPARTMENT, PO BOX 3379 HAY STREET, EAST PERTH, WA, 6004		
(f) No. of shares			
(g) Total No. of shares			(g) Total 100
DESCRIPTION OF GROUND APPLIED FOR: (For Exploration Licences see Note 1. For other Licences see Note 2. For all Licences see Note 3.)	(h) PARABURDOO		
(h) Locality	(i)		
(i) Datum Peg	(j)		
(j) Boundaries			
(k) Area (ha or km ²)	(k) 46 BL		
(l) Signature of applicant or agent (if agent state full name and address)	(l) Zoe Williams		Date: 03/10/2013

OFFICIAL USE

A NOTICE OF OBJECTION may be lodged at any mining registrar's office on or before the 7th day of November 2013 (See Note 4).

Where an objection to this application is lodged the hearing will take place on a date to be set.

Received at	13:57:10	on	3 October	2013	with fees of
Application	\$1,257.55				
Rent	\$5,474.00				
TOTAL	\$6,731.55				
Receipt No:	327615373582				

Mining Registrar

NOTES

Note 1: EXPLORATION LICENCE

- (i) Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (h), (i), (j) and (k) above.
- (ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).

Note 2: PROSPECTING/MISCELLANEOUS LICENCE AND MINING/GENERAL PURPOSE LEASE

- (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

Note 3: GROUND AVAILABILITY

- (i) The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
- (ii) The following action should be taken to ascertain ground availability:
 - (a) public plan search; (b) register search; (c) ground inspection.

Note 4: ALL APPLICATIONS OVER PRIVATE LAND

The period for lodgement of an objection is within 21 days of service of this notice, or the date noted above for lodging objections, whichever is the longer period.

WESTERN AUSTRALIA
Mining Act 1978
Sec. 58; Reg. 64

FORM 21 - ATTACHMENT 1

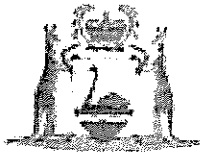
EXPLORATION LICENCE NO. 47/2975

THIS SECTION MUST BE COMPLETED IN FULL FOR ALL EXPLORATION LICENCE APPLICATIONS

LOCALITY: PARABURDOO

BLOCK IDENTIFIER (All three sections must be completed)

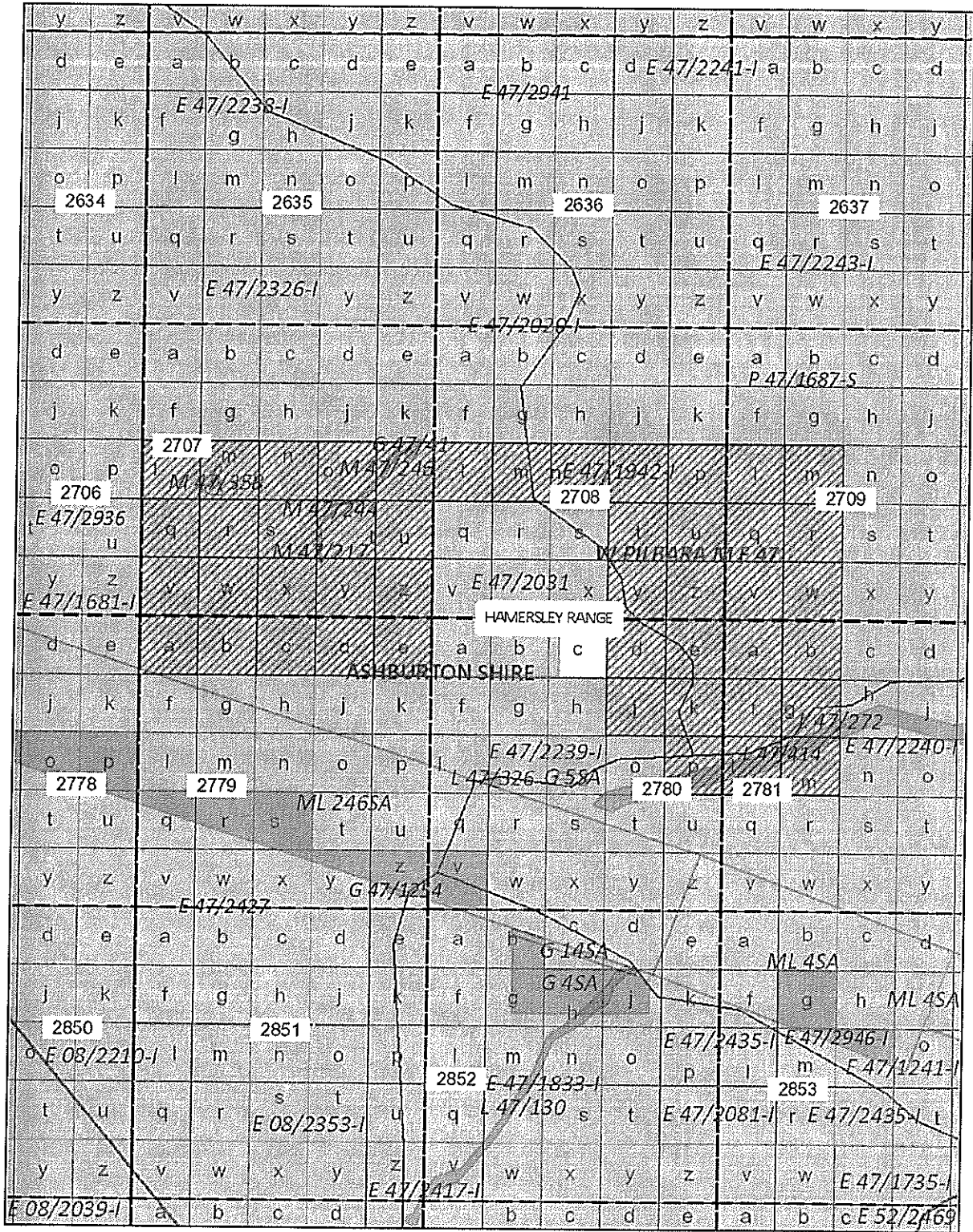
1:1,000,000 PLAN NAME	PRIMARY NUMBER	GRATICULAR SECTION
HAMERSLEY RANGE	2707	lmnopqrstuvwxyz
HAMERSLEY RANGE	2708	lmnoptuyz
HAMERSLEY RANGE	2709	lmqrvw
HAMERSLEY RANGE	2779	abcde
HAMERSLEY RANGE	2780	dejkp
HAMERSLEY RANGE	2781	abfglm
TOTAL BLOCKS:		46



Mining Act 1978
Sec. 58; Reg. 64

FORM 21 - ATTACHMENT 2
Plan Name(s) - HAMERSLEY RANGE

Time Officially Received : 03/10/2013 13:57:10
User Id : ex42572



MAP SHOWING BLOCKS APPLIED FOR IN
EXPLORATION LICENCE NO. 47/2975

Graticular Section Applied For

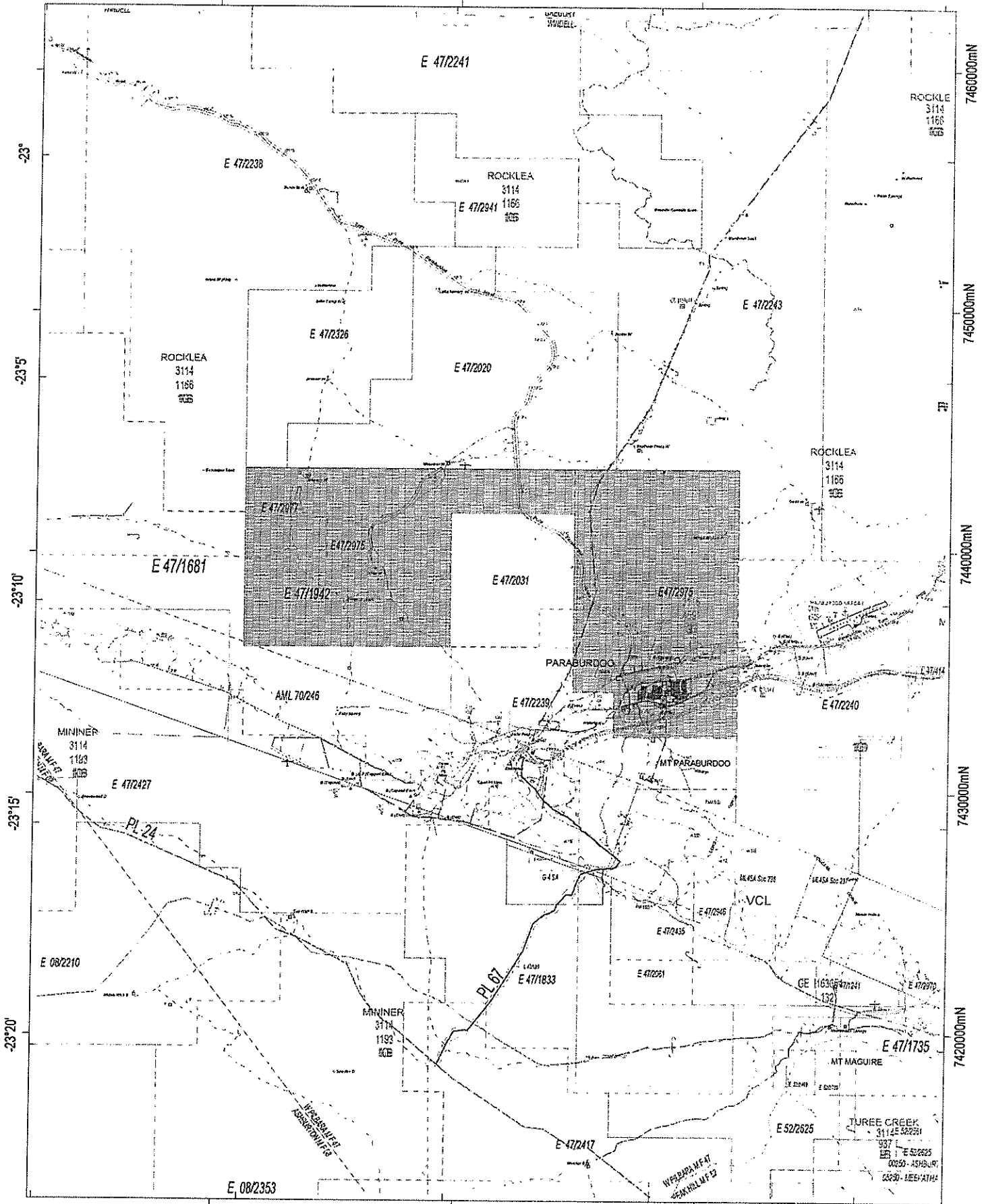


550000mE

560000mE

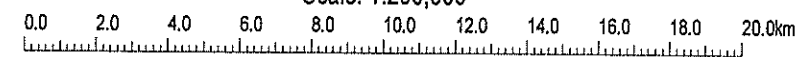
570000mE

580000mE



117°25' 117°30' 117°35' 117°40' 117°45'

Scale: 1:200,000



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SHIRE OF ASHBURTON

Administration Centre: PO Box 567, Tom Price, 6751
 Enquiries: Rob Paull
 Telephone: (08) 9188 4444
 Facsimile (08) 9189 2252
 Email: soall@ashburton.wa.gov.au
 Our Reference: RD.MI

17 October 2013

Wardens Court
 Attn: Ms Michelle Baker
 Mining Registrar
 Box 518
 KARRATHA WA 6714

Dear Ms Baker

LETTER OF OBJECTION TO EXPLORATION LICENCE 047/2975 APPLICATION MADE ON BEHALF OF FMG PILBARA PTY LTD

I refer to correspondence received by the Shire on 16 October 2013 from Tenement Administration Services advising of the above application by FMG Pilbara Pty Ltd.

The Shire is strongly of the opinion that the existing and future land use planning endeavours within the Paraburdoo locality will be significantly compromised by the issue Exploration Licence 047/2975.

Accordingly, the Shire of Ashburton objects to for Exploration Licence 047/2975 being granted to FMG Pilbara Pty Ltd.

Should you wish to discuss this matter further, please contact the Shire's Principal Town Planner, Mr Rob Paull on (08) 9188 4444.

Yours faithfully

Neil Hartley
CHIEF EXECUTIVE OFFICER

Enc: Form 16 Notice

CC: Tenement Administration Services
 2/326 Hay Street
 EAST PERTH WA 6004

Castledine Gregory Lawyers
 Unit C4
 118 Railway Street
 WEST PERTH WA 6005

Form 21

WESTERN AUSTRALIA
Mining Act 1978
(Secs. 41, 58, 70C, 74, 86, 91, Reg. 64)

APPLICATION FOR MINING TENEMENT

(a) Type of tenement	(a) Miscellaneous Licence		No. L 08/129
(b) Time & Date marked out (where applicable)	(b) a.m./p.m. / /		(c) ASHBURTON
(c) Mineral Field			
For each applicant:	(d) and (e) YARRI MINING PTY LTD (ACN: 120 304 281) C/- LAWTON LAWYERS, LEVEL 5, 16 IRWIN STREET, PERTH, WA, 6000		(f) Shares 100
(d) Full Name and ACN/ABN			
(e) Address			
(f) No. of shares			
(g) Total No. of shares			(g) Total 100
DESCRIPTION OF GROUND APPLIED FOR: (For Exploration Licences see Note 1. For other Licences see Note 2. For all Licences see Note 3.)	(h) Onslow (i) Datum Situated at 7603642.087 mN 303251.052 mE (j) 7603835.019 mN 303410.188 mE 7603360.408 mN 303509.832 mE 7603642.087 mN 303251.052 mE Identical to AG70/13 Purposes: a road.		
(h) Locality			
(i) Datum Peg			
(j) Boundaries			
(k) Area (ha or km ²)	(k) 4.73570 HA		
(l) Signature of applicant or agent (if agent state full name and address)	(l) Lawton LAWYERS LEVEL 5 16 IRWIN STREET, PERTH, WA, 6000		Date: 17/09/2013

OFFICIAL USE

A NOTICE OF OBJECTION may be lodged at any mining registrar's office on or before the 22nd day of October 2013 (See Note 4).

Where an objection to this application is lodged the hearing will take place on a date to be set.

Received at	11:09:59	on 17 September	2013	with fees of
Application	\$439.65			
Rent	\$69.50			
TOTAL	\$509.15			
Receipt No:	326013488893			

Mining Registrar

NOTES**Note 1: EXPLORATION LICENCE**

- (i) Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (h), (i), (j) and (k) above.
- (ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).

Note 2: PROSPECTING/MISCELLANEOUS LICENCE AND MINING/GENERAL PURPOSE LEASE

- (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

Note 3: GROUND AVAILABILITY

- (i) The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
- (ii) The following action should be taken to ascertain ground availability:
(a) public plan search; (b) register search; (c) ground inspection.

Note 4: ALL APPLICATIONS OVER PRIVATE LAND

The period for lodgement of an objection is within 21 days of service of this notice, or the date noted above for lodging objections, whichever is the longer period.



QUICK APPRAISAL (Departmental Use Only)

QUICK APPRAISAL DISCLAIMER: This report has been generated from various data sources provided from a number of agencies and with information supplied by applicants for mining tenements. No responsibility is accepted for any error or omission. The Commonwealth of Australia (© 2010, through Geoscience Australia and Department of Defence, retains copyright over those parts of the geographic data it has provided for display in TENGRAPH. Users wishing to use the data in its unaltered form should contact Geoscience Australia at www.ga.gov.au. Certain portions of the extent and composition of any Native Title Claims should be sought from the Native Title Special Services Land Data. Enclosed National Lease List and the 1974 Mining to Mining and Pastoral Leases and Pastoral Leases 1974 Native Title Determination boundary.

APPRAISAL OBJECT: L 08/129 : Applied for; Unsurveyed; Pending

HOLDER/APPLICANT: YARRI MINING PTY LTD
MARKING OUT: 17/09/2013 11:09:59
OBJECT AREA: 4.74 Ha.
SHIRE: ASHBURTON SHIRE
MINERAL FIELD: ASHBURTON M F 08

CENTROID: (115°05' 60", 21° 39' 36")

LAND AFFECTED

TENURE NO./NAME	PURPOSE/NAME	CLASS	LAND TYPE	MANAGED BY	ENCR AREA	ENCR PCNT
FNA0010127	FNA/10127, File Notation Area		S	DEPT OF REGIONAL DEVELOPMENT AND LANDS	0.32 Ha.	6.7%
SWA0000030	SWA/30, Pilbara		S	DEPT. OF WATER	4.74 Ha.	100.0%
GWAG0000032	GWAG/32, Pilbara		S	DEPT. OF WATER	4.74 Ha.	100.0%
EP 110 R5	PA67 Exploration Permit		M		4.74 Ha.	100.0%
CR 19291	Common	C	R	SHIRE OF ASHBURTON	4.42 Ha.	93.3%
CR 47957	Wastewater Treatment, Water Treatment, Buffer Z	C	R	WATER CORPORATION	0.32 Ha.	6.7%
MF 8	ASHBURTON M F 08		A		4.74 Ha.	100.0%
LGA 250	ASHBURTON SHIRE		A		4.74 Ha.	100.0%
Land Dist. 0	ASHBURTON		A		4.74 Ha.	100.0%

NATIVE TITLE AREAS AFFECTED

NTRB	NAME	NTRB	ENCR AREA	ENCR PCNT
	Pilbara (ARB)12	PILBARA NATIVE TITLE SERVICE LEVEL 2, 16 ST GEORGE'S TERRACE, PERTH, WA, 6000, AUSTRALIA SAME AS CORRESPONDENCE	4.74 Ha.	100.0%

CLAIMED FED CRT No.	NAME	CLAIMANT REPRESENTATIVE	ENCR AREA	ENCR PCNT

DETERMINED FED CRT No.	NAME	PRESCRIBED BODY CORPORATE	ENCR AREA	ENCR PCNT
WAD6113/98	Thalanyji (NTD)WC99/45	THE BUURABALAYJI THALANYJI ABORIGINAL CORPORATION PO BOX 55, ONSLOW, WA, 6710, AUSTRALIA SAME AS CORRESPONDENCE	4.74 Ha.	100.0%

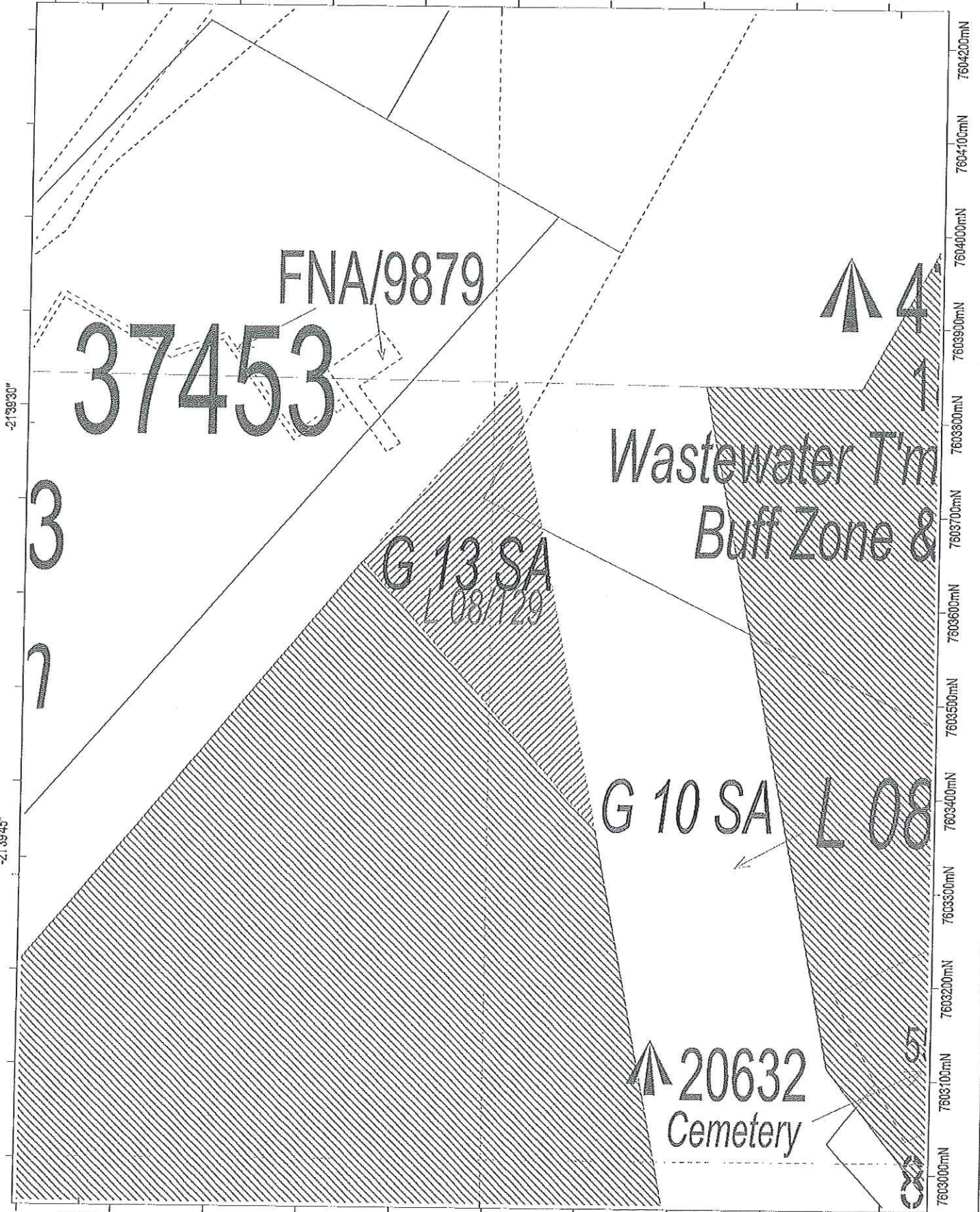
ILUA SUBJECT MATTER	NAME	ILUA TITLE	ENCR AREA	ENCR PCNT

ENT No.	NAME	MANAGED BY	ENCR AREA	ENCR PCNT

PRE 1994 LEASES	NAME	ENCR AREA



302900mE 303000mE 303100mE 303200mE 303300mE 303400mE 303500mE 303600mE 303700mE 303800mE



-21°39'30"

-21°39'45"

7604200mN
7604100mN
7604000mN
7603900mN
7603800mN
7603700mN
7603600mN
7603500mN
7603400mN
7603300mN
7603200mN
7603100mN
7603000mN

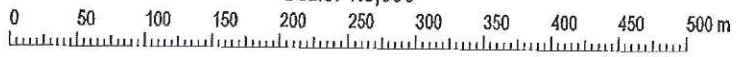
115°54'5"

115°5'

115°8'15"

Departmental Use Only

Scale: 1:5,000





Department of
Mines and Petroleum

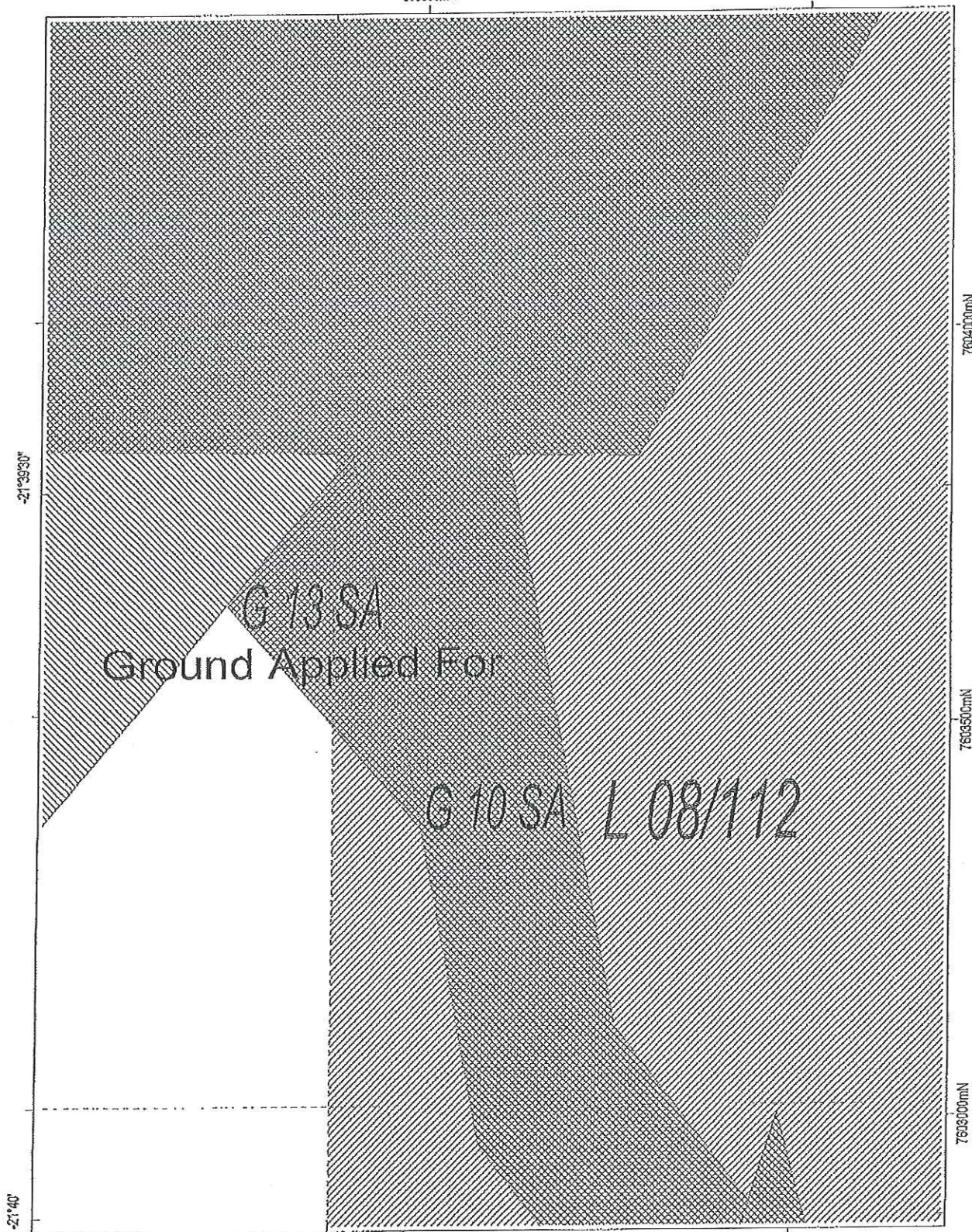


Map Grid of Australia, 1994 - Zone 50

TENGRAPH (c) 1992, 1993
10:52 AM, 17/09/2013
[Customized Screen] EX17305 PERTHMX8E

303500mE

304000mE



-21°39'30"

-21°40'

7604000mN

7603500mN

7603000mN

115°6'

The data in this map is derived from the best available information and is not guaranteed to be accurate. The Department of Mines and Petroleum is not responsible for any errors or omissions in this map. The user of this map should verify the accuracy of the data before using it for any purpose. The Department of Mines and Petroleum is not responsible for any loss or damage resulting from the use of this map.

Scale: 1:6,250

0 63 125 188 250 313 375 437 500 563 625 m



SHIRE OF ASHBURTON



Administration Centre: PO Box 567, Tom Price, 6751
 Enquiries: Rob Paull
 Telephone: (08) 9188 4444
 Facsimile: (08) 9189 2252
 Email: soall@ashburton.wa.gov.au
 Our Reference: RD.MI

17 October 2013

Wardens Court
 Attn: Ms Michelle Baker
 Mining Registrar
 Box 518
 KARRATHA WA 6714

Dear Ms Baker

LETTER OF OBJECTION TO MISCELLANEOUS LICENCE 08/129 APPLICATION MADE ON BEHALF OF YARRI MINING PTY LTD

I refer to correspondence received by the Shire on 3 October 2013 from Lawton Lawyers advising of the above application by Yarri Mining Pty Ltd.

The Shire is strongly of the opinion that the existing and future land use planning endeavours within the Onslow locality will be significantly compromised by the issue Miscellaneous Licence 08/1029.

Accordingly, the Shire of Ashburton objects to for Miscellaneous Licence 08/1029 being granted to Yarri Mining Pty Ltd.

Should you wish to discuss this matter further, please contact the Shire's Principal Town Planner, Mr Rob Paull on (08) 9188 4444.

Yours faithfully

Neil Hartley
CHIEF EXECUTIVE OFFICER

Enc: Form 16 Notice

CC: Lawton Lawyers
 Level 5 Irwin Chambers
 16 Irwin Street
 PERTH WA 6000

Castledine Gregory Lawyers
 Unit C4
 118 Railway Street
 WEST PERTH WA 6005

Our Ref: 13/029 RC:ct

5 November 2013

Attention: Mr Rob Paul

Shire of Ashburton
PO Box 567
TOM PRICE WA 6751

Dear Sir

PLANNING APPROVAL – LOT 622 MCRAE AVENUE, PARABURDOO – PARABURDOO INN HOTEL/MOTEL EXTENSIONS

I refer to our previous correspondence dated 3 October and 21 October 2013, and email exchanges on 4 November 2013 in relation to the abovementioned application.

I confirm that this request is to be treated as a new application for development approval for a total of 160 accommodation rooms, which is the same number of rooms previously approved by Council for the site and for which approval remains valid until 10 August 2014.

I also confirm that the development will be constructed in stages, with Stage 1 proposed to comprise 48 rooms in a modular 2 storey configuration (12x 4 bed units). The remaining 112 rooms will be constructed in future stages and likely to also be in a modular 2 storey configuration (but may be single storey).

The units will be setback 14m from McRae Ave, which is no closer than existing development on the site.

I further confirm that approval to the use Transient Workers' Accommodation is not being sought under this application.

There are currently 128 car parking bays onsite with sufficient space also to accommodate additional overflow parking, if required. No additional car parking bays are required for the additional 48 rooms proposed in stage 1 as the Scheme's parking requirements have already been met. In this regard, Appendix 8 of the Scheme states that 1 bay is required per unit and 1 per 5 units for visitors and staff for the use/development hotel/motel. This equates to 127 bays required for the existing 58 rooms and 48 additional rooms in stage 1. It is noted that there is no separate car parking requirement for any other aspect of the existing development on site – only the hotel/motel use/development is specified in Appendix 8.

It is acknowledged that Council may wish to impose a car parking requirement for the remaining stages of the development (the 112 rooms proposed subsequent to the initial 48 rooms). If such a condition is imposed, the applicant reserves the right to provide additional information, at a later date, to support a reduced parking requirement based on evidence produced through parking surveys to demonstrate that there is a lack of demand and there will be no resultant lowering of safety standards as a result. This may be submitted, in the future, as a request to amend the approval under Clause 5 of the Scheme and approve a variation to the car parking requirement under Clause 6.17.5, prior to constructing the remaining 112 rooms.

.../2



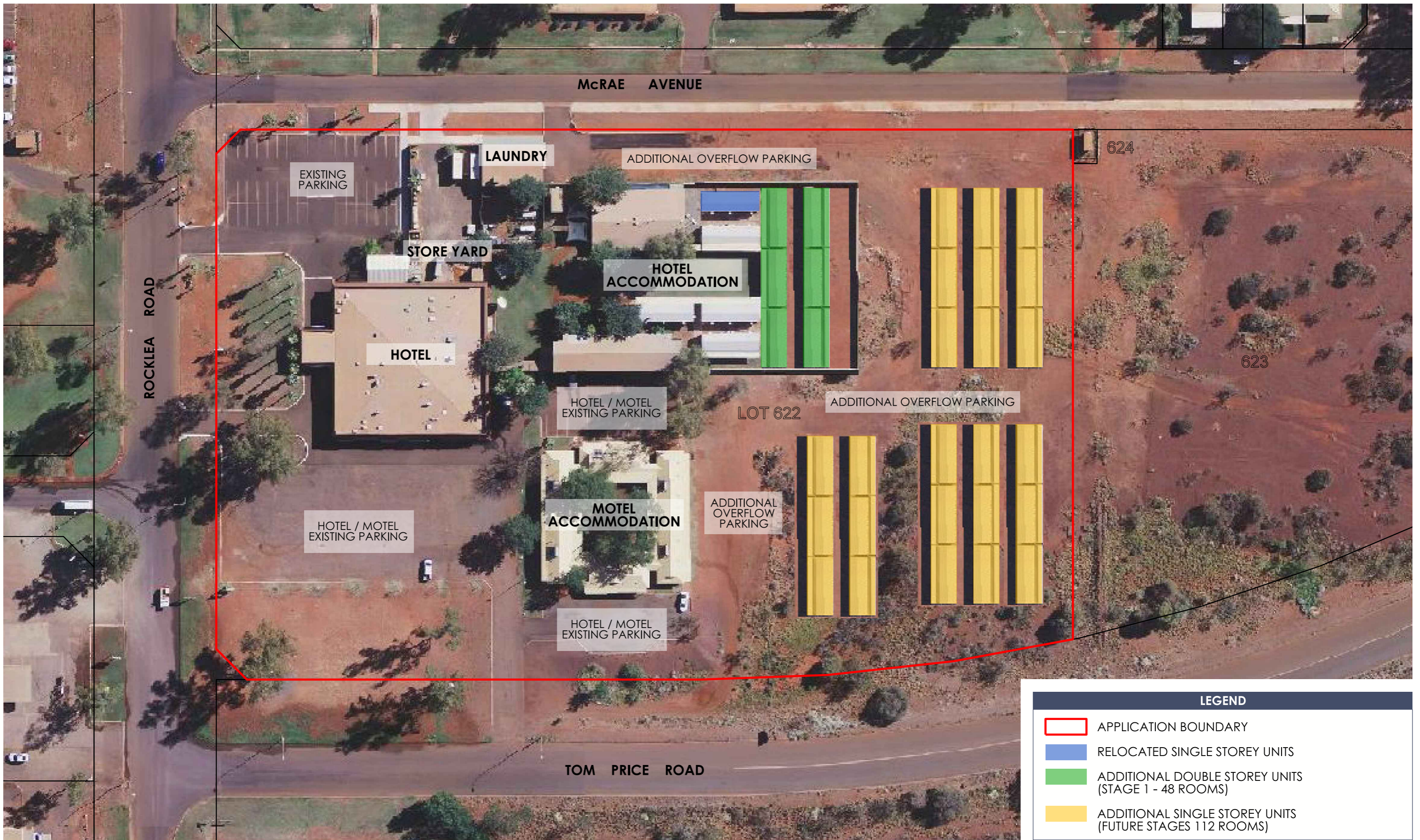
We trust the information provided is now sufficient for you to assess this request and present it for determination at the November Council meeting. Should you wish to discuss this further, please do not hesitate to contact Rachel Chapman on 9382 2911.

Yours faithfully
TAYLOR BURRELL BARNETT

Rachel .

RACHEL CHAPMAN
ASSOCIATE DIRECTOR

CC: Phil and Mary Boase, Paraburdoo Inn



LEGEND

- APPLICATION BOUNDARY
- RELOCATED SINGLE STOREY UNITS
- ADDITIONAL DOUBLE STOREY UNITS (STAGE 1 - 48 ROOMS)
- ADDITIONAL SINGLE STOREY UNITS (FUTURE STAGES 112 ROOMS)

PROPOSED SITE PLAN - PARABURDOO INN
 Lot 622 Rocklea Road and McRae Avenue, Paraburadoo
 A Phil Boase Project

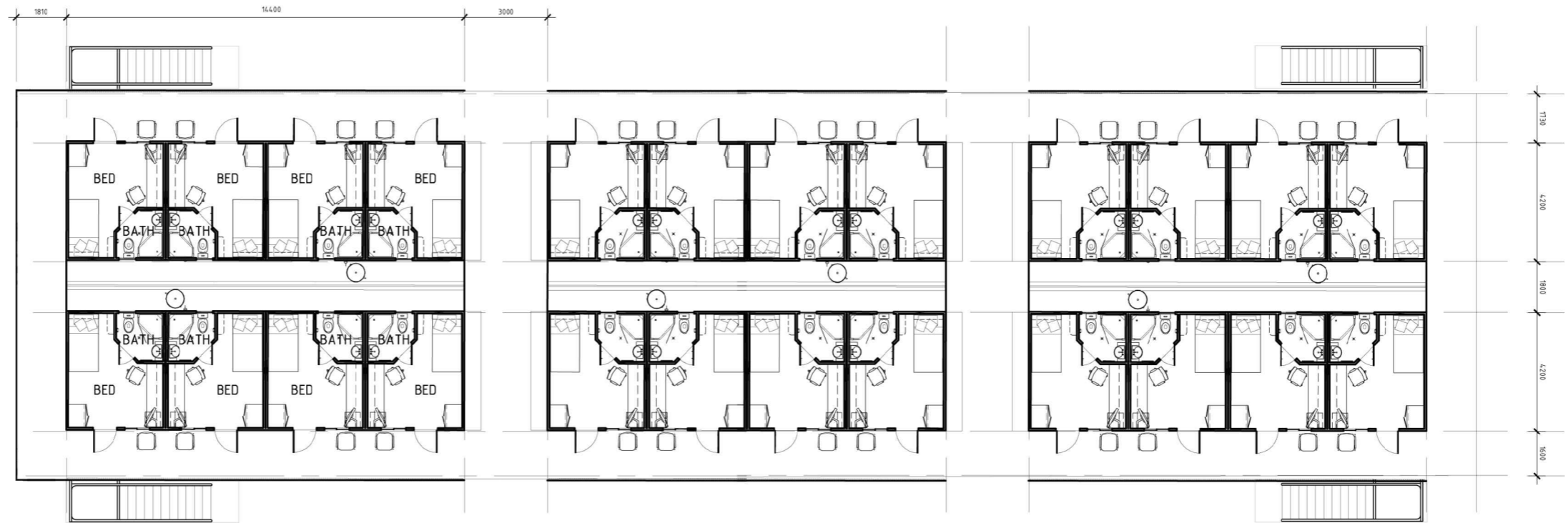
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 d: 06 Nov 2013
 p: 13/029/002C

Taylor Burrell Barnett

Taylor Burrell Barnett Town Planning and Design
 187 Roberts Road Subiaco Western Australia 6008
 p: (08) 9382 2911 f: (08) 9382 4586
 e: admin@tbbplanning.com.au

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Accommodation Floor Plan
Scale 1:200



Front Elevation: Option 1
Scale 1:200



Front Elevation: Option 2
Scale 1:200



End Elevation: Option 1



End Elevation: Option 2



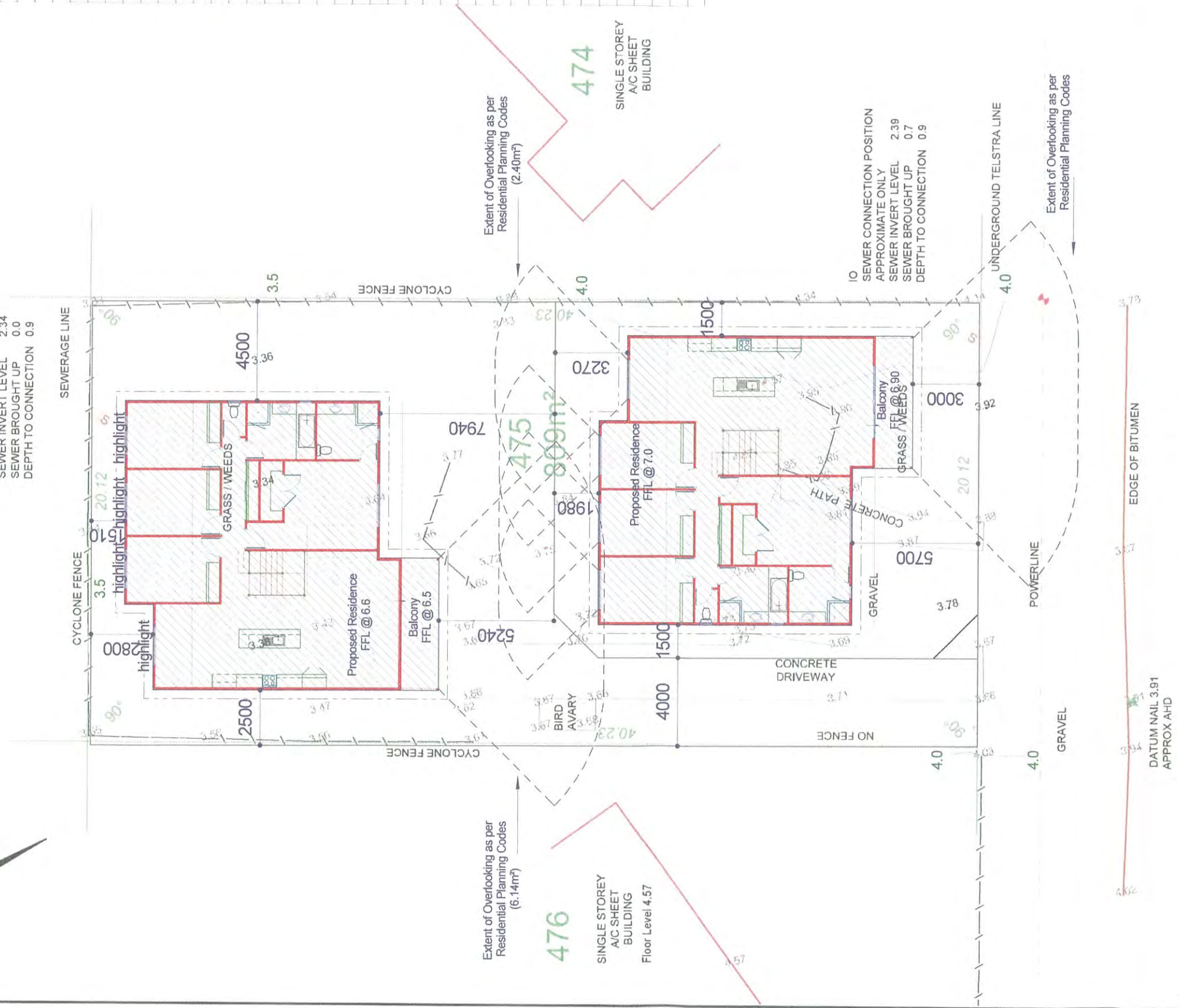
PROPOSED ELEVATIONS AND FLOOR PLANS FOR PARABURDOO INN UPGRADES

LEGEND

●	Benchmark
○	Cadastral Peg
+	Datum
⊙	Station
⊙	Cable Pit
⊙	Earth Pit
P	Electricity Dome
⊙	Electricity Pit
⊙	Light Pole
⊙	MRWA Pit
⊙	Power Pole
⊙	Gas Marker
⊙	Gas Valve
⊙	Sewer M/H Round
⊙	Sewer M/H
⊙	Sewer IO
⊙	Bore
⊙	Grate 0.45m * 0.45m
⊙	Grate 0.6m * 0.6m
⊙	Grate 0.9m * 0.9m
H	Hydrant
⊙	Hydrant Pillar
⊙	Stop Valve
⊙	Stormwater M/H Round
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⊙	Tap
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⊙	Water Meter
⊙	Water Valve
⊙	Irrigation Valve
⊙	Sprinkler Head
⊙	Bush (not to scale)
⊙	Conifer
⊙	Dead Tree (not to scale)
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⊙	Bollard
⊙	Flag Pole
⊙	Hoist
⊙	Letter Box
⊙	Phone Box
⊙	Post
⊙	Rubbish Bin
⊙	Sign
⊙	Traffic Light
⊙	Phone Box

IO
SEWER CONNECTION POSITION
APPROXIMATE ONLY
SEWER INVERT LEVEL 2.34
SEWER BROUGHT UP 0.0
DEPTH TO CONNECTION 0.9

464
VACANT



PATERSON PLACE

Drawn : CS
Date : 12/08/13
Scale : 1:200
Rev : 20/08/13
Sheet : 8 of 9



Craig 0438 975 039
designright@bigpond.com

0	02/04/2013	Feature survey	MR	ZK	MR	Checked
Rev.	Date	Revision Note	Surveyed	Drawn	MR	Checked

Note: SITE SURVEY only. The information shown on this drawing is current as at the Date of Survey. Boundary information, Easements etc. to be verified from the Certificate of Title, Plan/Diagram or a Boundary Repeg. Boundary position approximate only. Location of boundary pegs or fences in relation to the boundary lines are not guaranteed. Sewer/Drainage may vary from schematic presentation, with relevant AUTHORITIES. For underground services - ring "DIAL BEFORE YOU DIG" for confirmation of those services.

ASPHARSURVEY

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P +61 8 6313 1900 F +61 8 6313 1999 E survey@aspharsurvey.com.au
www.aspharsurvey.com.au

Client:	BRETT WILSON
Project:	8 PATERSON PLACE, ONSLOW
Description:	FEATURE SURVEY
Horizontal Grid:	Local
Vertical Datum:	AHD
Fieldbook Ref.:	MROB01 p 48
TX/TGS Ref.:	276-130314MR
File Name:	276 - Brett Wilson -2288 8 Paterson Place, Onslow.dwg
Issued Plan:	2013/03/20 - Brett Wilson - 8 Paterson Place-276-2288 - rev0.pdf
Job no	276-2288
Drawing no.	001
Scale:	1:200
Sheet No.:	1 of 1
Rev.:	0



464
VACANT

IO SEWER CONNECTION POSITION
APPROXIMATE ONLY
SEWER INVERT LEVEL 2.34
SEWER BROUGHT UP 0.0
DEPTH TO CONNECTION 0.9

SEWERAGE LINE

CYCLONE FENCE

3.5 20.12 5

GRASS / WEEDS

3.5

CYCLONE FENCE

CYCLONE FENCE

475
809m²

476

SINGLE STOREY
A/C SHEET
BUILDING
Floor Level 4.57

474

SINGLE STOREY
A/C SHEET
BUILDING

NO FENCE

CONCRETE
DRIVEWAY

GRAVEL

3.78

GRASS / WEEDS

4.0

UNDERGROUND TELSTRA LINE

POWERLINE

GRAVEL

DATUM NAIL 3.91
APPROX AHD

EDGE OF BITUMEN

SEWERAGE
MANHOLE

3.043 85
3.043 84

PATERSON PLACE

Drawn : CS
Date : 12/08/13
Scale : 1:200
Rev : 20/08/13
Sheet : 9 of 9



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Rev.	Date	Revision Note
0	02/04/2013	Feature Survey

MR	ZK	MR	Checked
Surveyed	Drawn	Checked	



ASPHARSURVEY GROUP
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www.aspharsurvey.com.au

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Project: 8 PATERSON PLACE, ONSLOW
Description: FEATURE SURVEY
Horizontal Grid: AHD
Local: MROB01 p 48
Fieldbook Ref.: 276-130314MR
File Name: 276 - Brett Wilson - 2288 8 Paterson Place, Onslow.dwg
Issued Plan: 2013/03/20 - Brett Wilson - 8 Paterson Place - 276-2288 - rev0.pdf

Job no: 276-2288
Drawing no: 001
Scale: 1:200
Sheet No: 1 of 1
Rev: 0



LEGEND

•	Benchmark
○	Cadastral Peg
+	Datum
△	Station
⊖	Cable Pit
⊕	Earth Pit
P	Electricity Dome
⊖	Electricity Pit
⊖	Light Pole
⊖	MRWA Pit
⊖	Power Pole
⊖	Gas Marker
⊖	Gas Valve
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S	Sewer M/H
S	Sewer IO
—	Bore
*	Grate 0.45m * 0.45m
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*	Grate 0.9m * 0.9m
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⊖	Hydrant Pillar
⊖	Stop Valve
⊖	Stormwater M/H Round
⊖	Stormwater M/H Square
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⊖	Water Marker
⊖	Water Meter
⊖	Water Valve
⊖	Irrigation Valve
⊖	Sprinkler Head
⊖	Bush (not to scale)
⊖	Conifer
⊖	Dead Tree (not to scale)
⊖	Grass Tree
⊖	Palm (not to scale)
⊖	Tree
⊖	Undefined M/H Round
⊖	Undefined M/H Square
⊖	Communication Pit
⊖	Telstra Pit / Manhole
●	Bollard
⊖	Flag Pole
⊖	Hoist
⊖	Letter Box
⊖	Phone Box
⊖	Post
⊖	Rubbish Bin
⊖	Sign
⊖	Traffic Light
⊖	Phone Box

LEGEND

●	Benchmark
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IO
SEWER CONNECTION POSITION
APPROXIMATE ONLY
SEWER INVERT LEVEL 2.34
SEWER BROUGHT UP 0.0
DEPTH TO CONNECTION 0.9

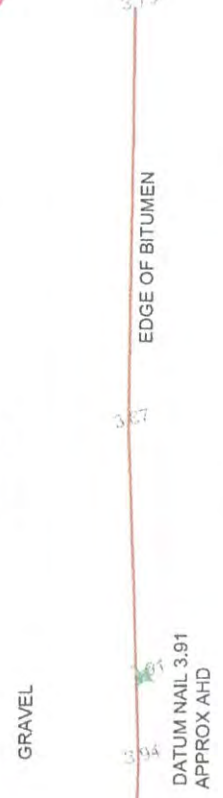
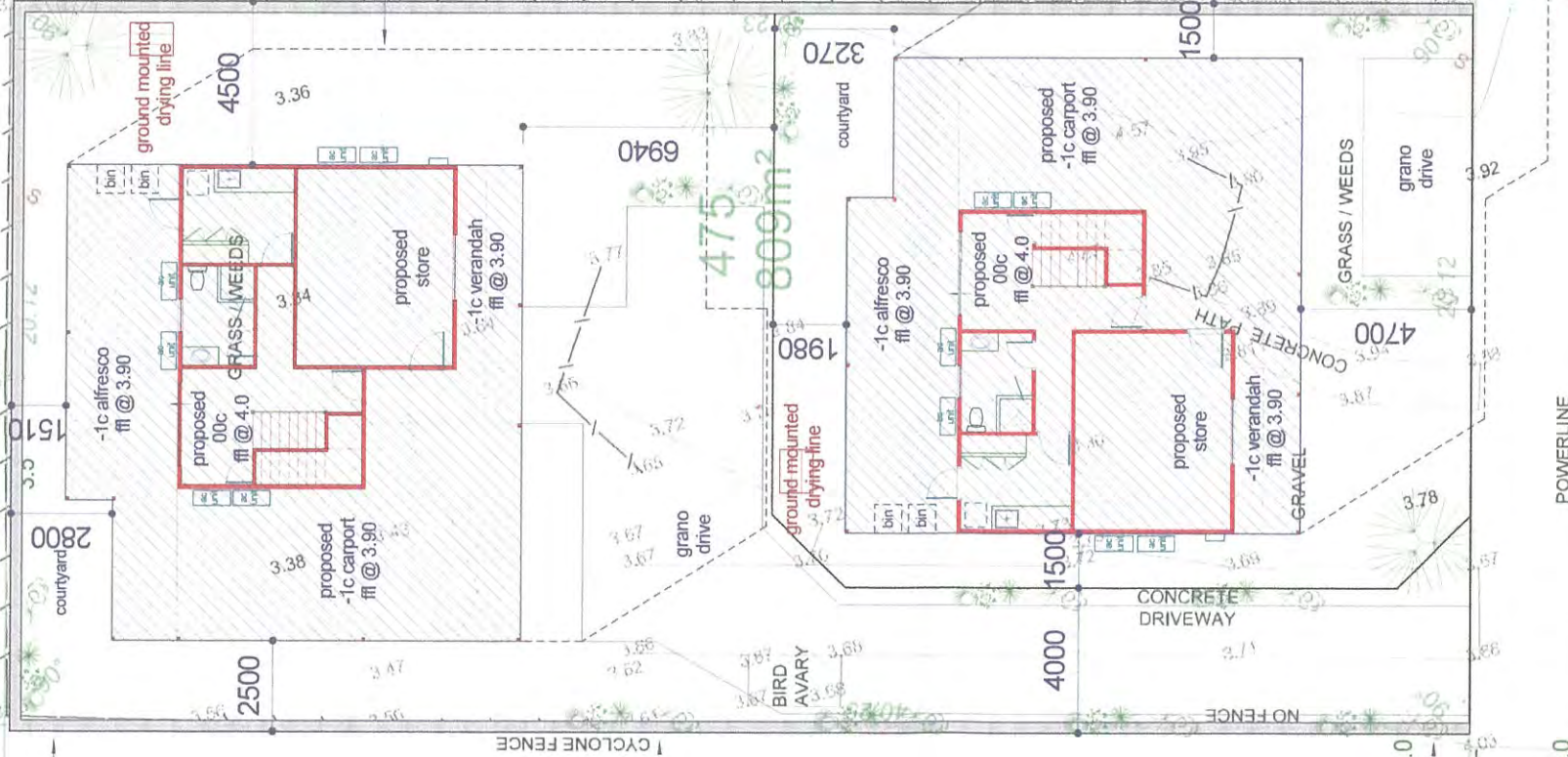
464
VACANT

approx 450h precast
concrete retaining to
engineers requirements
top @ 4.0

approx 450h precast
concrete retaining to
engineers requirements
top @ 4.0

approx 450h precast
concrete retaining to
engineers requirements
top @ 4.0

approx 300h precast
concrete retaining to
engineers requirements
top @ 4.0



LANDSCAPING LEGEND
FOR RETICULATION DETAILS REFER TO LANDSCAPING DETAILS
ADVANCED NATIVE HIBISCUS (STAKED)
MIXED GREVILLEAS, NATIVE SHRUBS, STRAP LEAF PLANTS AND GROUND COVERS IN 100mm MULCHED BEDS.
PROPOSED BOUNDARY FENCING



PATERSON PLACE

Drawn : CS
Date : 12/08/13
Scale : 1: 200
Rev : 20/08/13
Sheet : 7 of 9

design RIGHT
designright@bigpond.com
Craig 0438 975 039

Rev: 0	Date: 02/04/2013	Revision Note: Feature survey	MR: Surveyed	ZK: Drawn	MR: Checked
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Client:	BRETT WILSON				
Project:	8 PATERSON PLACE, ONSLOW				
Description:	FEATURE SURVEY				
Horizontal Grid:	Local	Vertical Datum:	AHD		
Fieldbook Ref.:	MROB01 p 48	TX/TGSI Ref.:	276-130314MR		
File Name:	276 - Brett Wilson - 2288 8 Paterson Place, Onslow.dwg				
Issued Plan:	2013/03/20 - Brett Wilson - 8 Paterson Place - 276-2288 - rev0.pdf				
Job no.:	276-2288				
Drawing no.:	001				
Scale:	1:200	Sheet No.:	1 of 1		
Rev.:	@A3	Rev.:	0		

02/04/2013 Feature survey

Revision Note

MR: Surveyed

ZK: Drawn

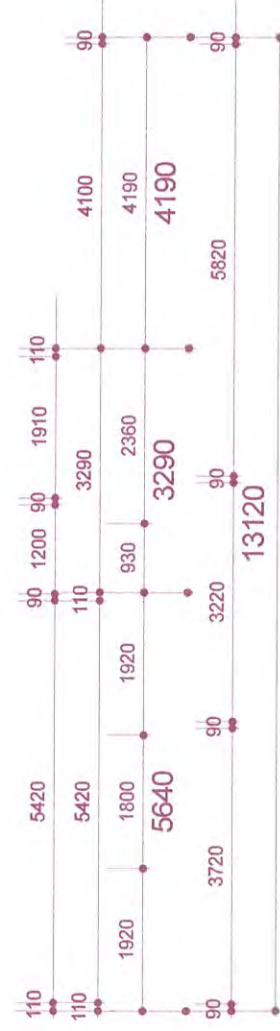
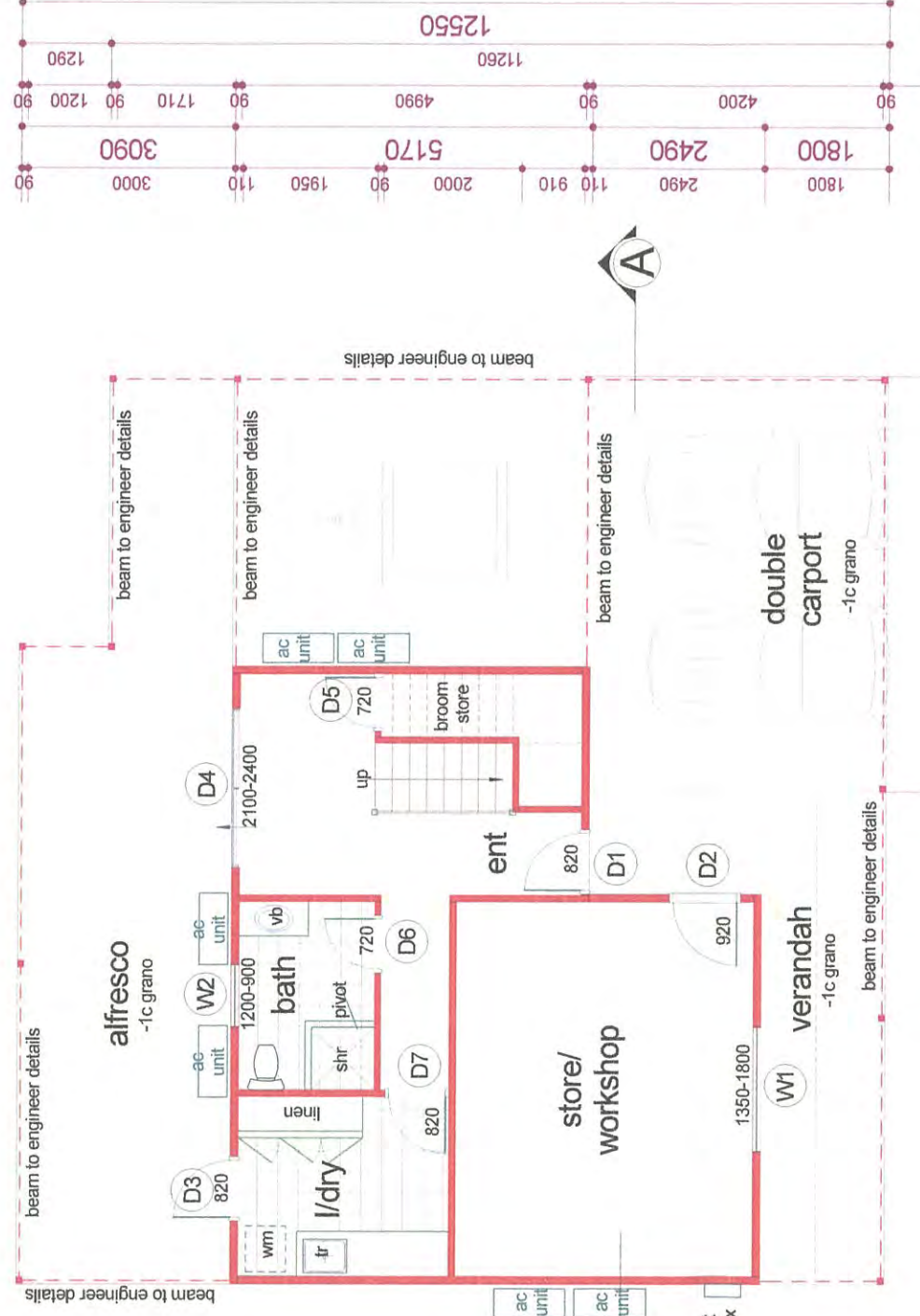
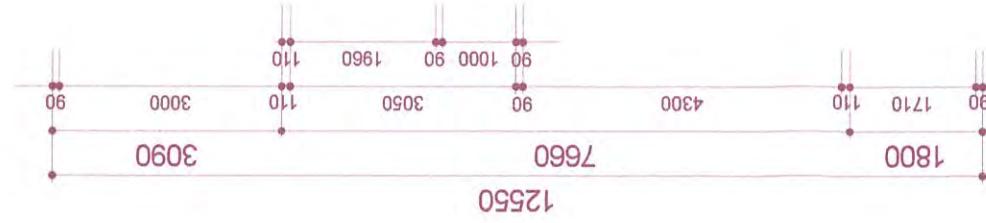
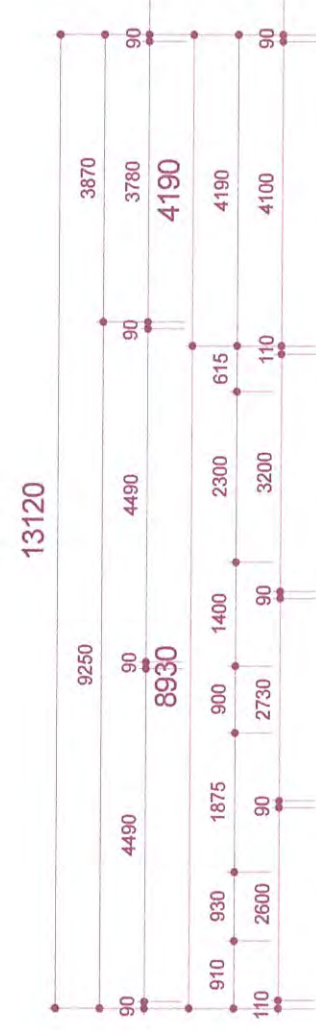
MR: Checked

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UNIT 1

Roof Carpenter Note
Roof beam locations are approximate and can be adjusted on site or varied to suit engineers details.



AREAS

Ground floor	57.20m ²
Upper floor	152.54m ²
Carport	60.19m ²
Verandah	16.50m ²
Alfresco	35.55m ²
Balcony	10.20m ²
TOTAL	332.18m²

CLIENT NOTE

Design Concepts are subject to council approvals, engineers details, site survey and energy efficiency requirements.

CONSTRUCTION NOTE

BUILDER TO CHECK LOCATIONS OF LOAD CENTRES, METER BOX'S, GAS BAYONET POINTS, HOSE COCKS. (HOT WATER SYSTEM WITH PROPRIETOR PRIOR INSTALLATION).

ARCHITECTURAL DRAWINGS TO BE READ IN CONJUNCTION WITH ENGINEERS DETAILS.

ALL DIMENSIONS TO BE CONFIRMED ON SITE, PRIOR TO CONSTRUCTION.



GROUND LEVEL



Craig 0438 975 039
designright@bigpond.com

Proposed Residence at:

Lot 475 (#8) Paterson Place, Onslow

For:

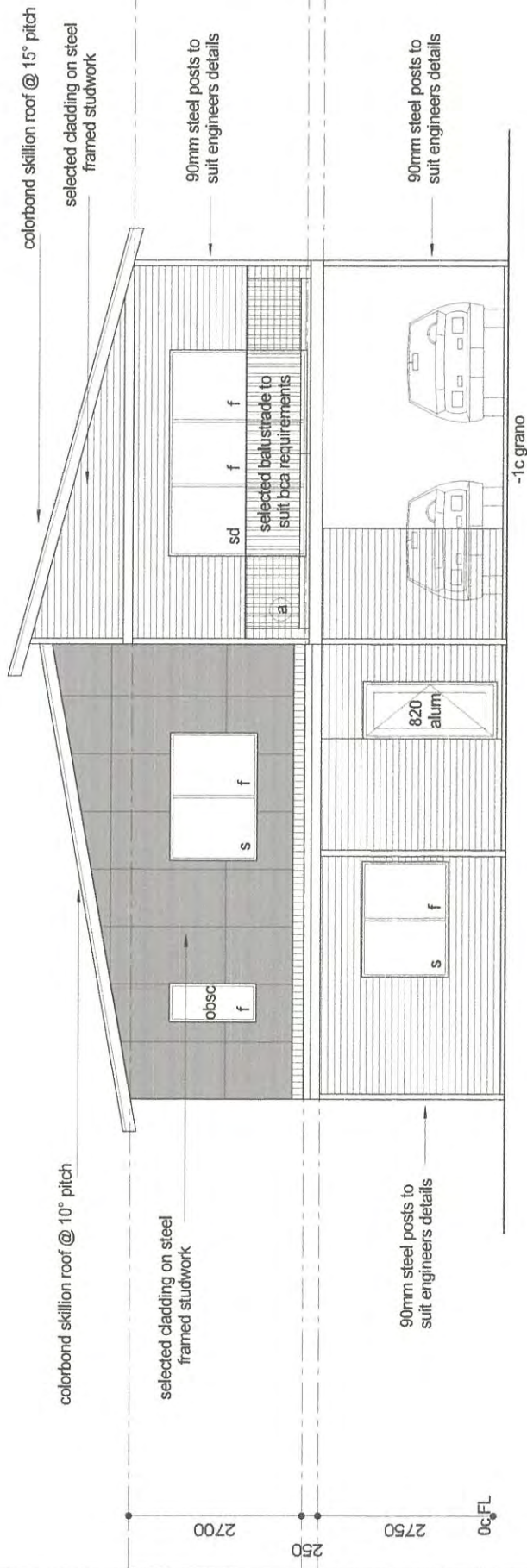
Devco Builders

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Revision
20/08/13 various CS

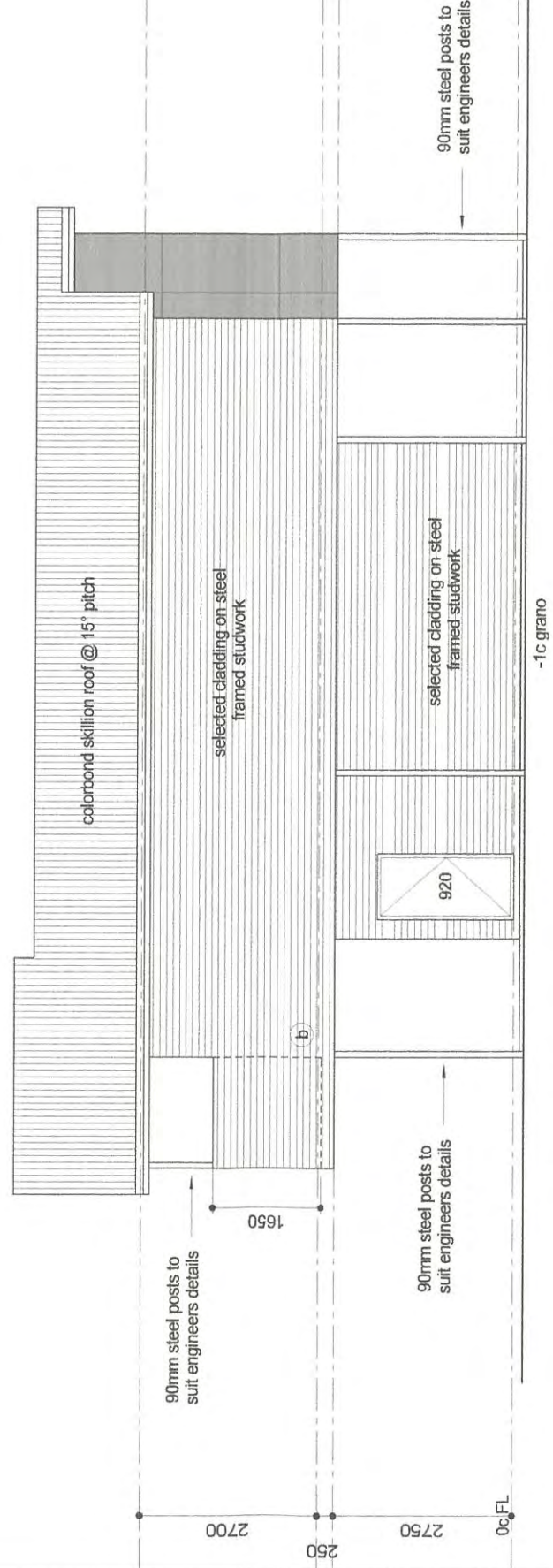
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Sheet	: 1 of 9

UNIT 1



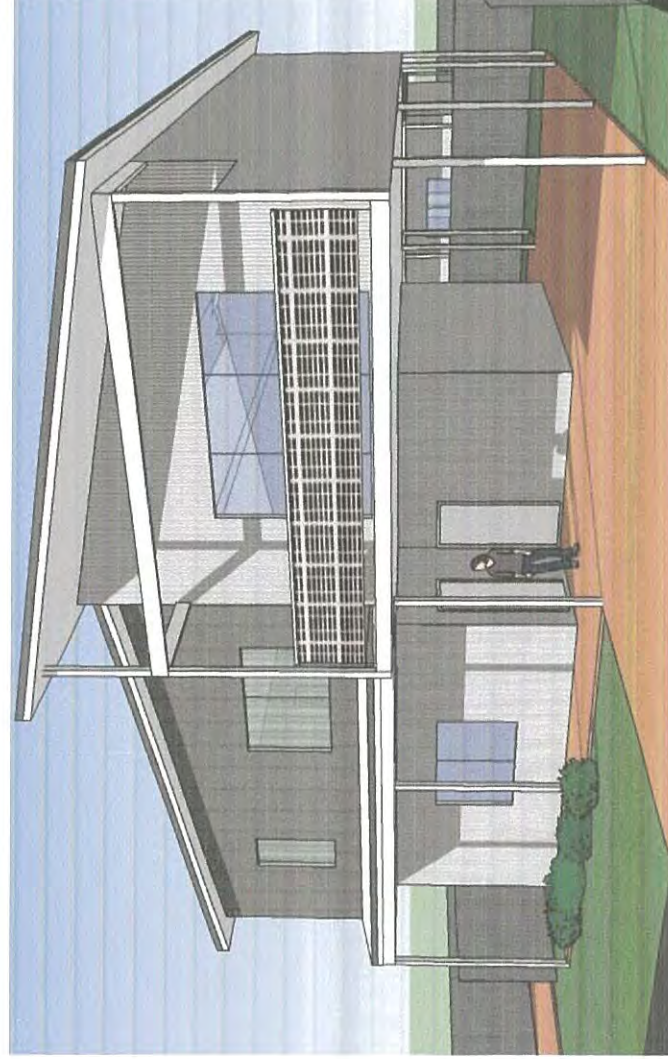
Elevation 1

SCALE 1:100 (A3)



Elevation 2

SCALE 1:100 (A3)



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For:

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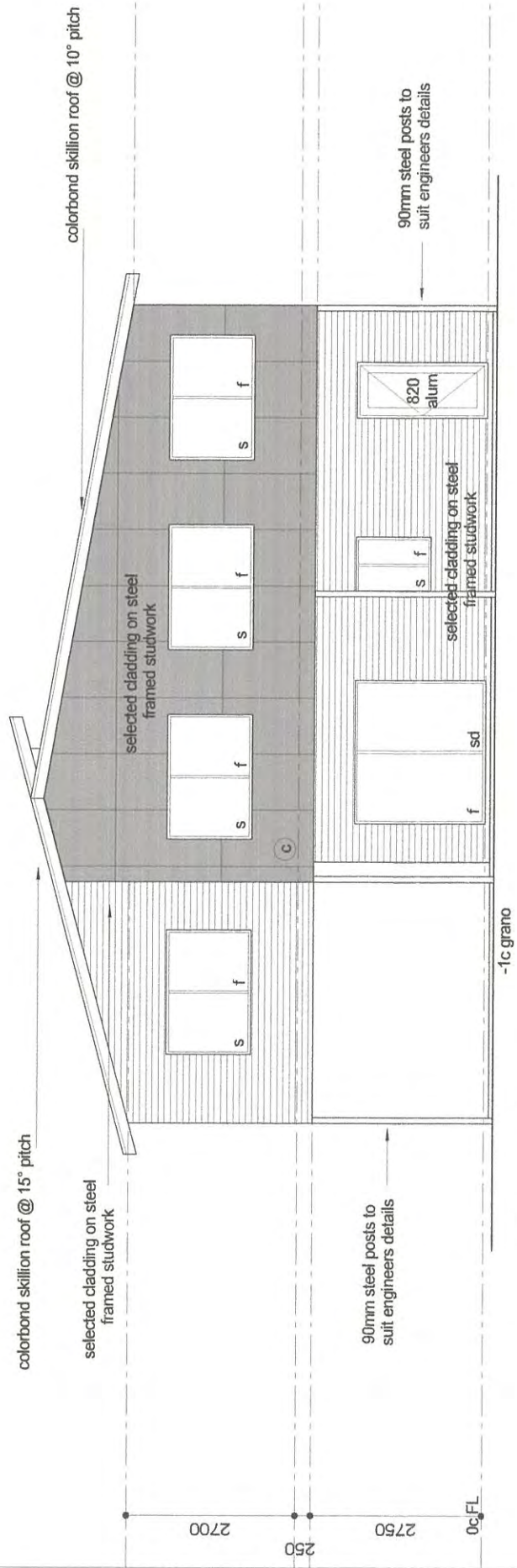
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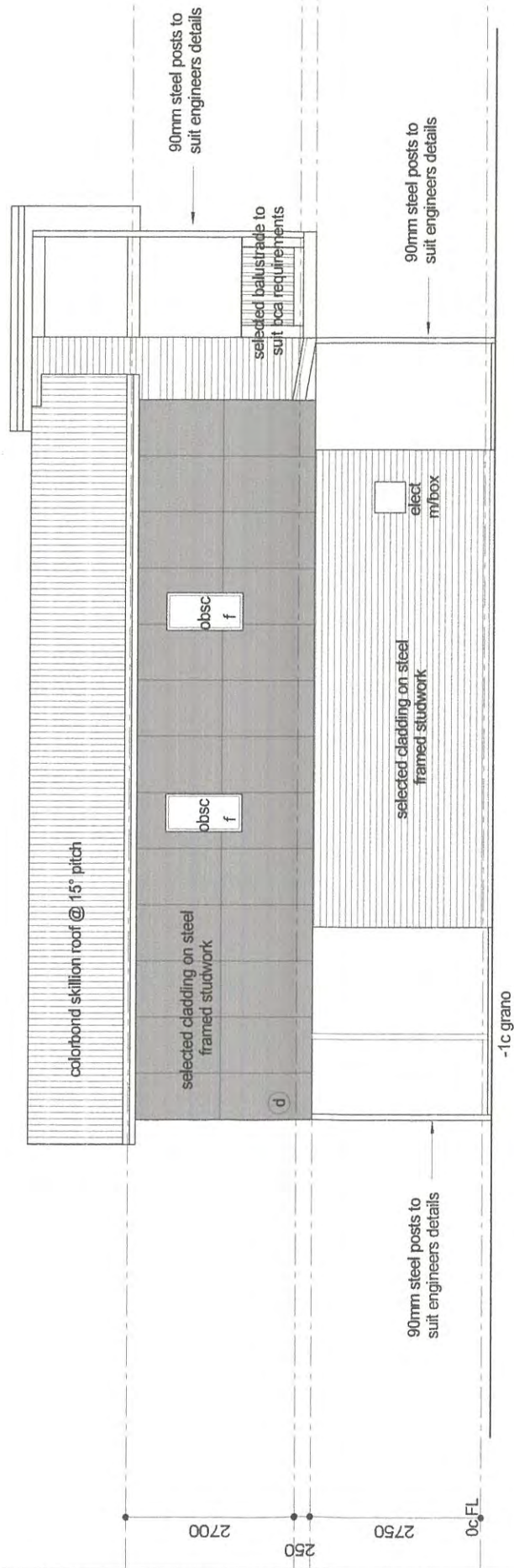
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UNIT 1



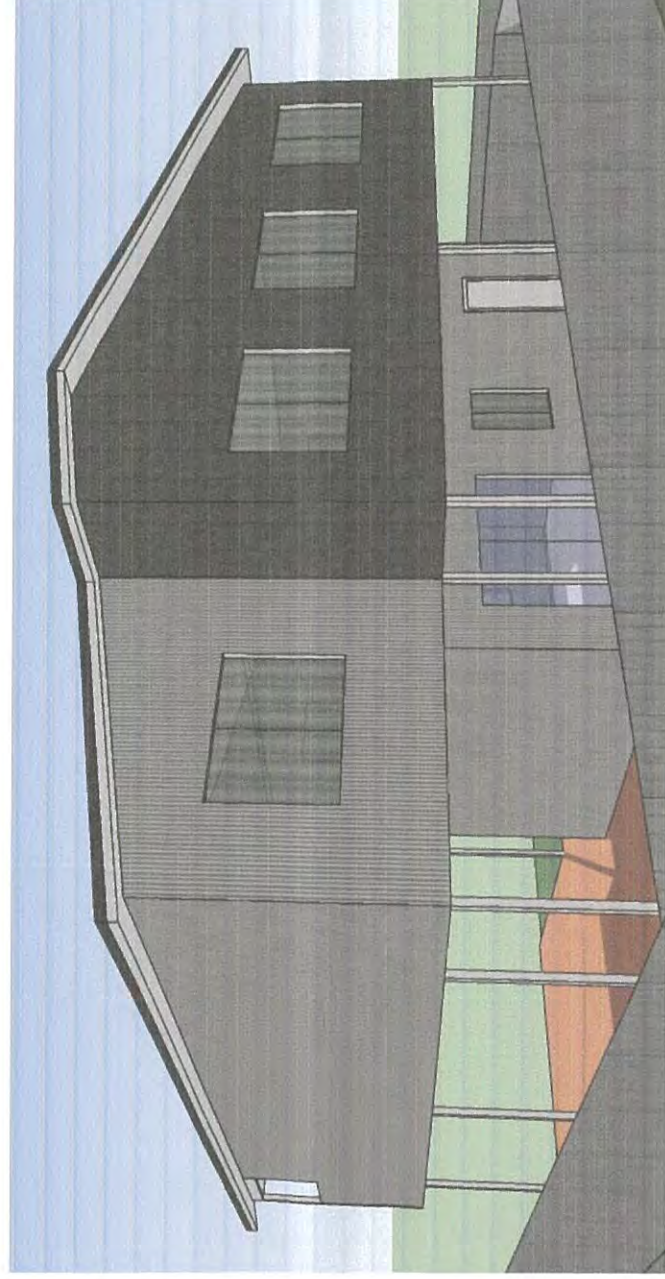
Elevation 3

SCALE 1:100 (A3)



Elevation 4

SCALE 1:100 (A3)



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Proposed Residence at:

Lot 475 (#8) Paterson Place, Onslow

For:

Devco Builders

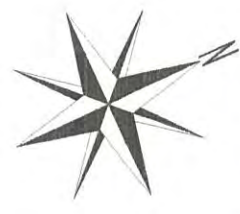
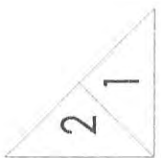
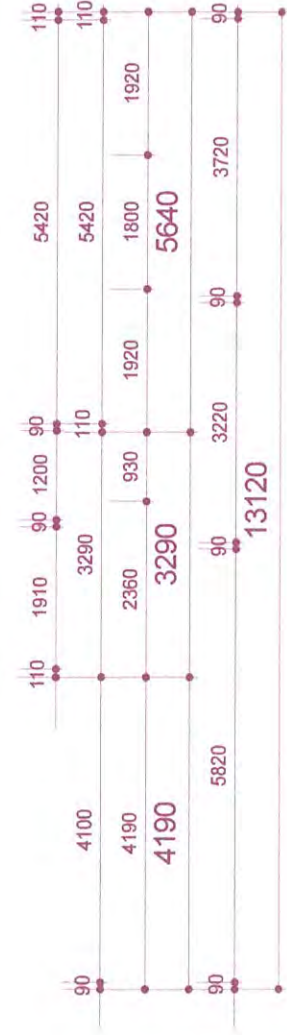
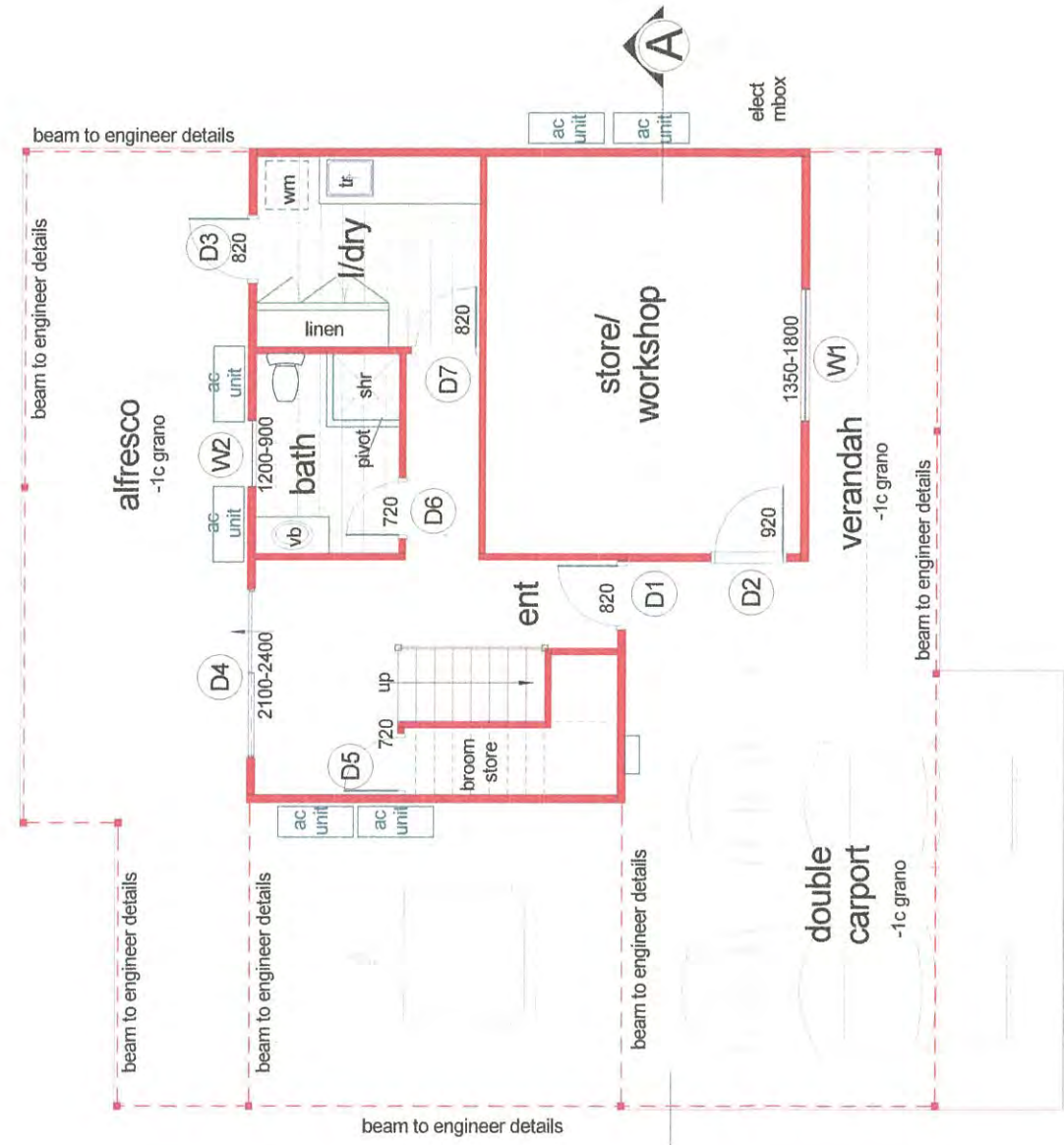
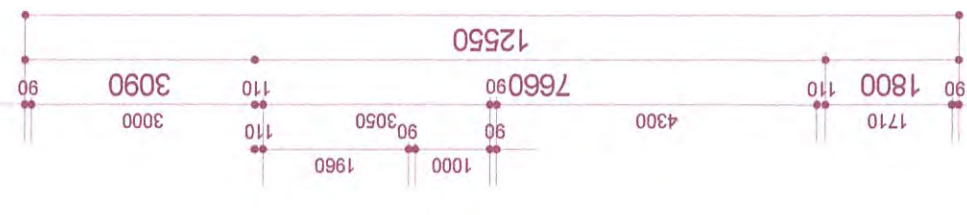
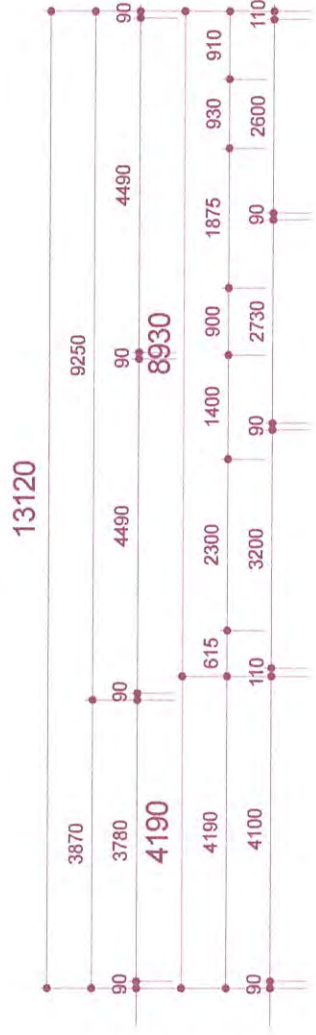
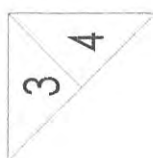
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Revision
20/08/13 various CS

Drawn : CS
Date : 12.08.13
Scale : 1:100
Sheet : 4 of 9

Roof Carpenter Note
Roof beam locations are approximate and can be adjusted on site or varied to suit engineers details.

UNIT 2



AREAS

Ground floor	57.20m ²
Upper floor	152.54m ²
Carport	60.19m ²
Verandah	16.50m ²
Alfresco	35.55m ²
Balcony	10.20m ²
TOTAL	332.18m²

CLIENT NOTE

Design Concepts are subject to council approvals, engineers details, site survey and energy efficiency requirements.

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BUILDER TO CHECK LOCATIONS OF LOAD CENTRES, METER BOX'S, GAS BAYONET POINTS, HOSE COCKS, (HOT WATER SYSTEM WITH PROPRIETOR PRIOR INSTALLATION).

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GROUND LEVEL

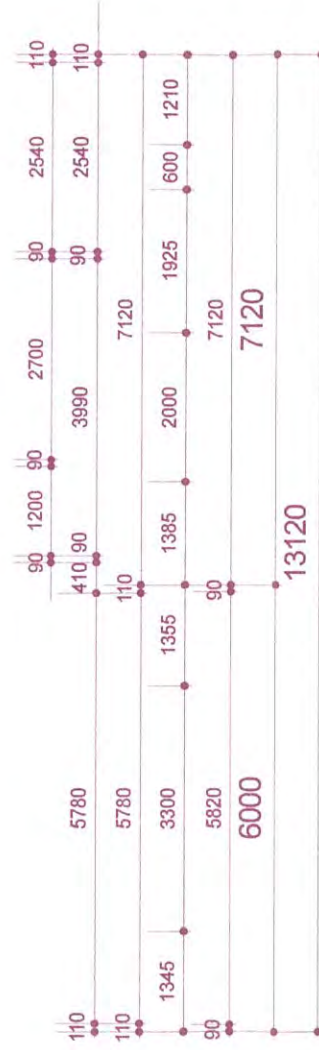
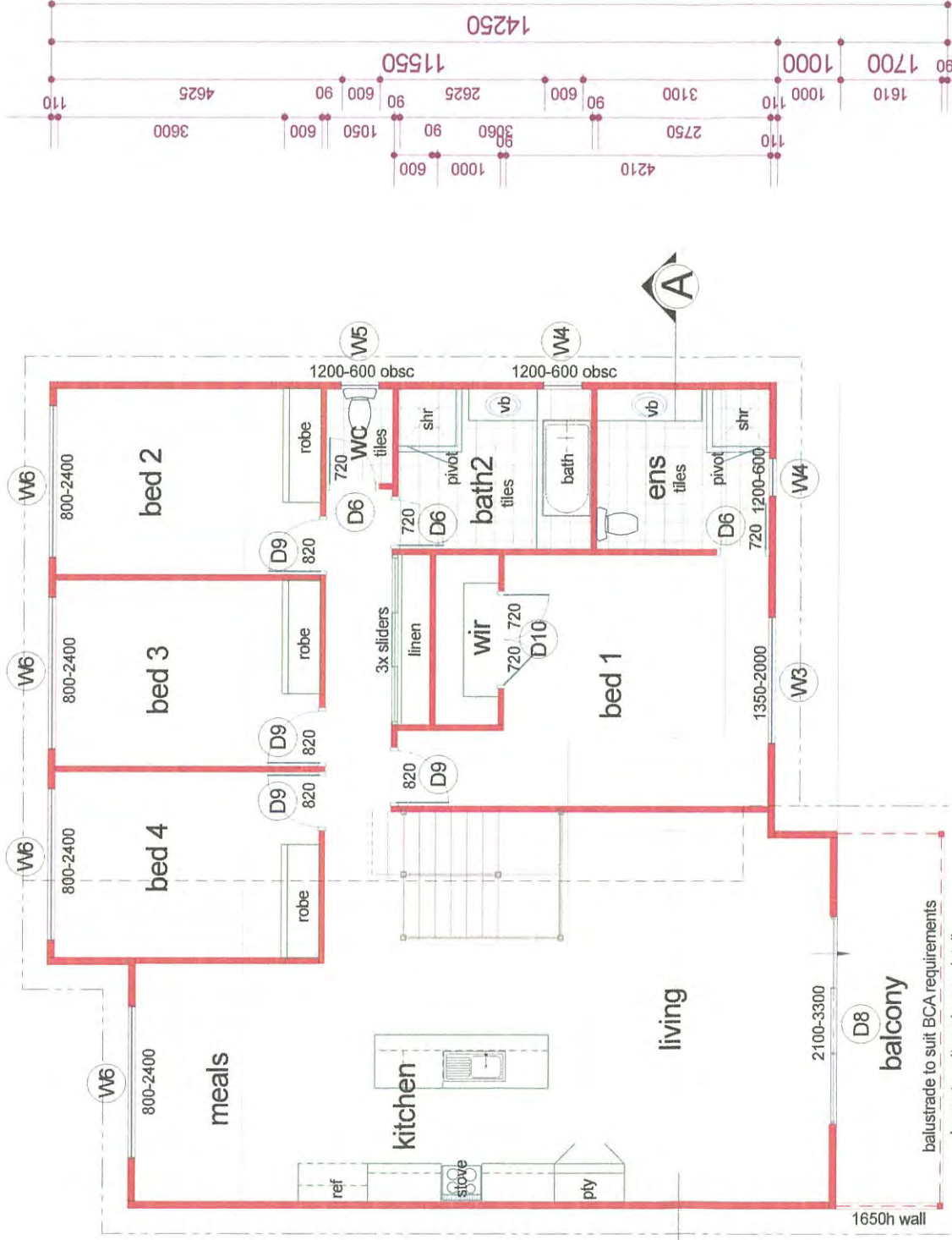
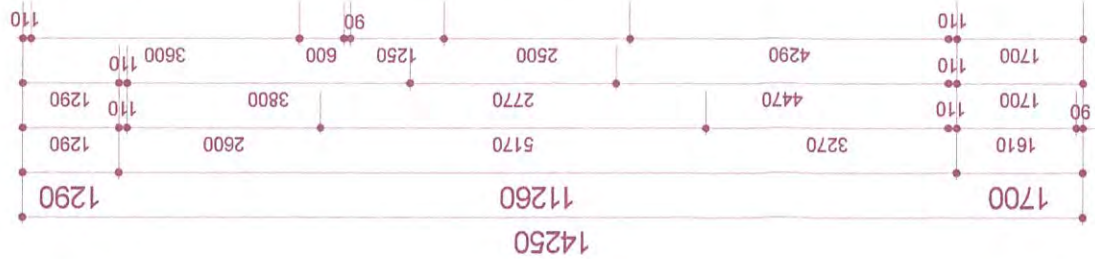
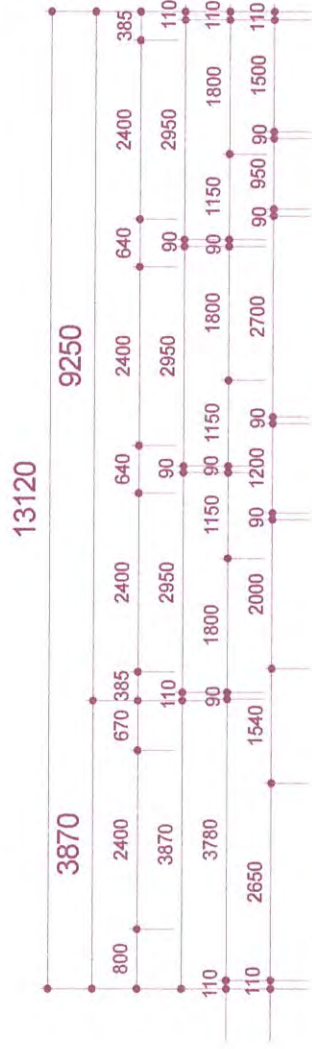
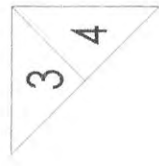
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Lot 475 (#8) Paterson Place, Onslow
For:
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Revision	20/08/13 various CS

Drawn	: CS
Date	: 12.08.13
Scale	: 1:100
Sheet	: 1 of 9

UNIT 2



FIRST LEVEL



Craig 0438 975 039
designright@bigpond.com

Proposed Residence at:
Lot 475 (#8) Paterson Place, Onslow

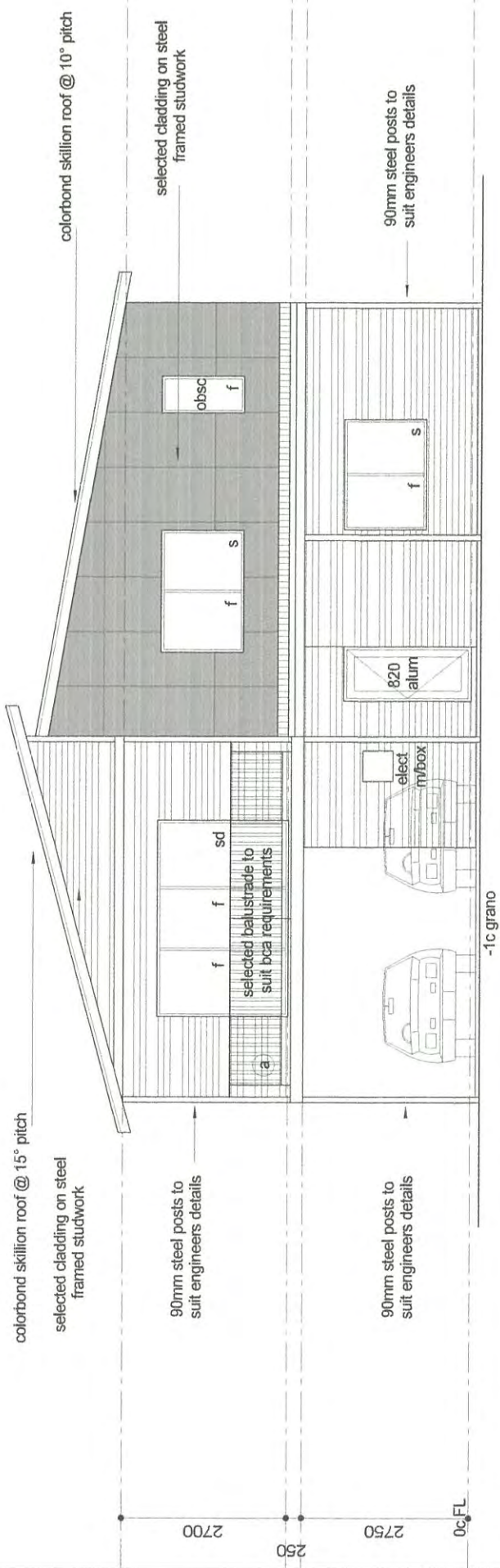
For:

Devco Builders

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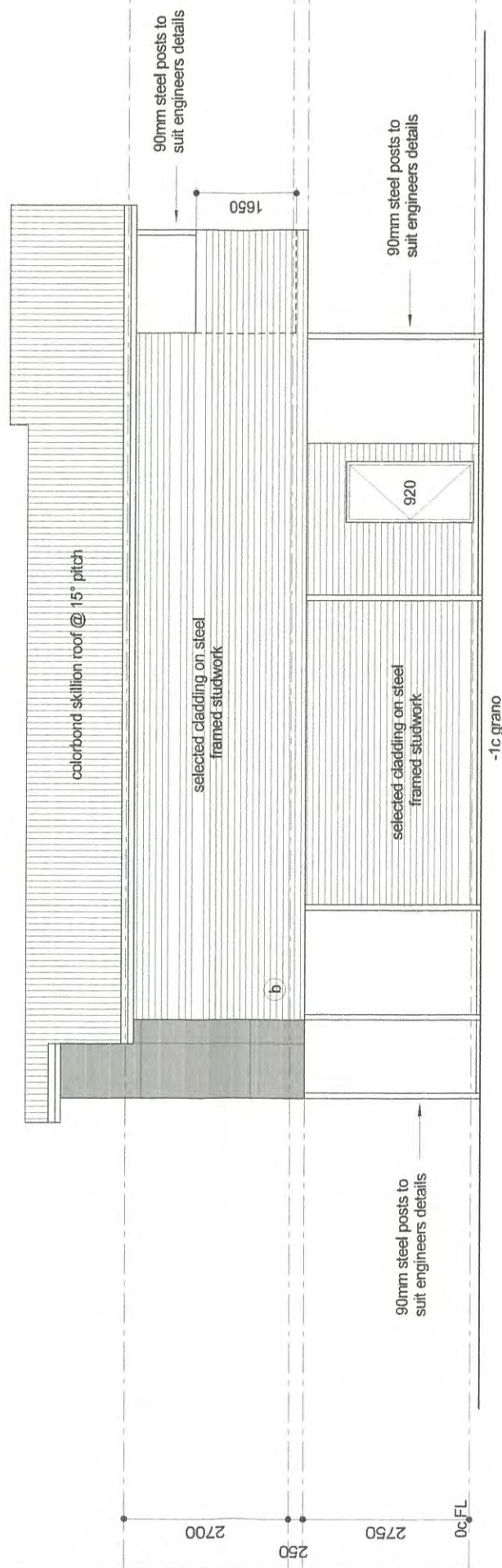
Revision	Drawn	Date	Scale	Sheet
20/08/13	CS	12.08.13	1:100	2 of 9

UNIT 2



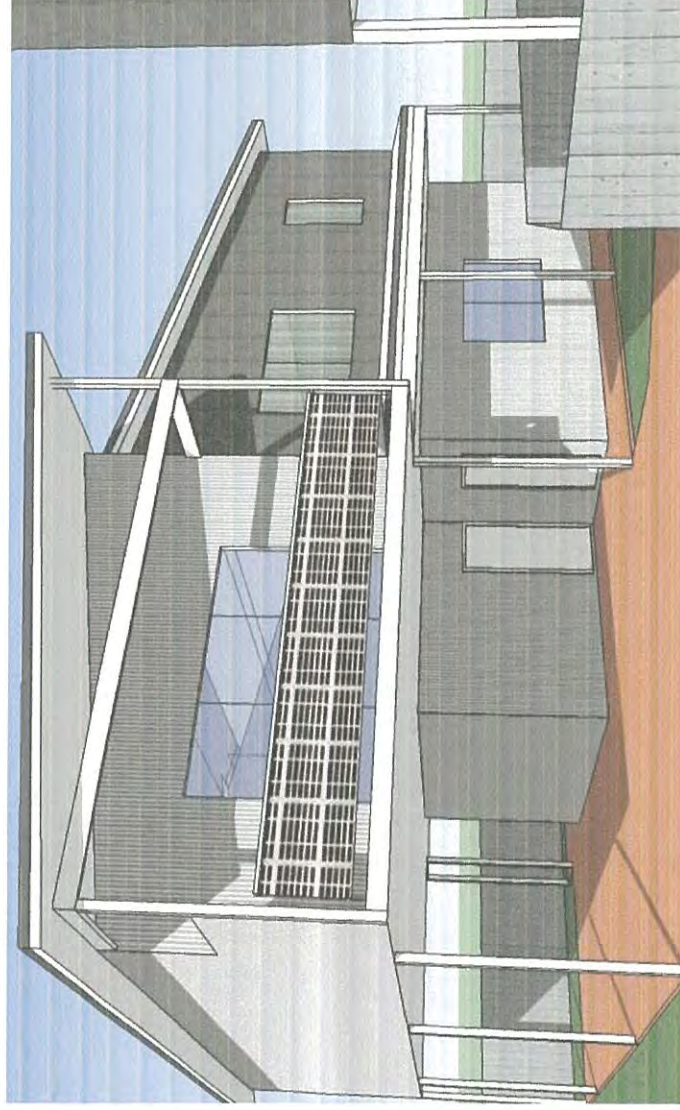
Elevation 1

SCALE 1:100 (A3)



Elevation 2

SCALE 1:100 (A3)



Craig 0438 975 039
designright@bigpond.com

Proposed Residence at:

Lot 475 (#8) Paterson Place, Onslow

For:

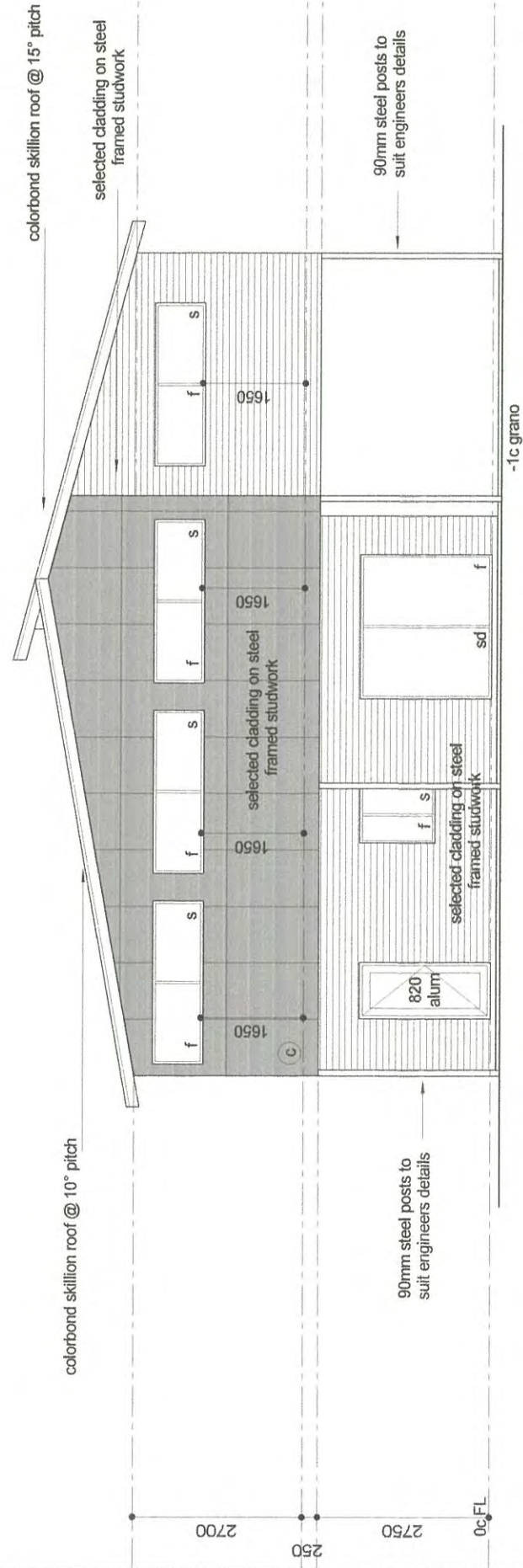
Devco Builders

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Revision
20/08/13 various CS

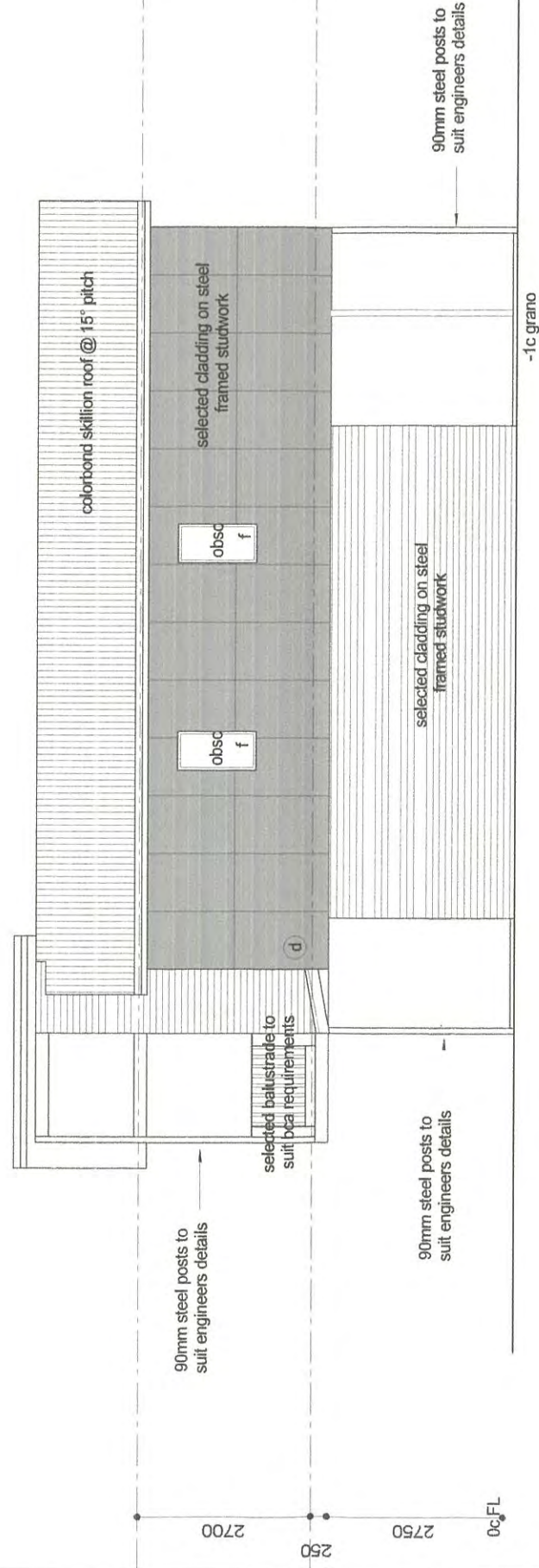
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Date : 12.08.13
Scale : 1:100
Sheet : 3 of 9

UNIT 2



Elevation 3

SCALE 1:100 (A3)



Elevation 4

SCALE 1:100 (A3)



Site Description

The site of the Onslow VSwans Youth Activity Centre is located at 55 (lot 302) Second Avenue, Onslow. The existing site area is 1,011 sqm having a front boundary of 20.11m and a side boundary of 50.29m.

The site is located on the main street of the Onslow Town Centre. It is flanked by Lot 100 to the north-west and Lot 102 to the south-east. Both adjoining lots contain residential buildings that are used for commercial purposes.

The site has existing driveway access to the northern corner and access from the rear of the block on an un-paved right-of-way. There are double gates to both the right-of-way and street.

The site is fully fenced with a mixture of 1.8m high steel mesh and sheet steel fencing with extensions to 2.3m barbed wire strands. The boundary to lot 102 has extensive screening vegetation up to 2.4m. There are 2 existing large trees, centrally located on the boundary of lot 100. The front boundary has a number of large trees and dense vegetation.

The existing building is located at the rear of the site, approximately 1.2m from the rear boundary, 6.5m from the boundary with lot 100 and approximately 4.0 and 7.5m from the boundary of lot 102.

Approximately 600sqm of the site is undeveloped land.

The site is serviced by sewer, power, water and telephone from the right-of-way.

Existing Building Description

The existing building was constructed in c1950 as a power generation building and is essentially of an industrial nature. It has a steel (railway line) frame and roof truss structure and is clad in painted corrugated steel with a concrete floor. It is gable-roofed with a skillion porch/store on the western rear corner. This early building is approximately 120 sqm.

The building has two more recent additions. These contain a kitchen to the southern rear corner of approximately 15 sqm and ablutions to the street façade of 14 sqm. Both additions are skillion-roofed steel framed structures with corrugated steel cladding and concrete floors.

The whole of the building has been re-roofed at some point with steel deck roofing and the main building has a full-length ridge vent.

On the side of the building facing lot 100 is a 1.8m wide concrete path. Facing lot 102 is a concrete paved area of approximately 6 x 12m.

Internally the main building is unlined and has a steel gantry frame running the full length, independent of the main building structure. The two additions have internal lined walls and ceilings.

The ablutions area has 1 male pan with 1 hand basin and 1 female/disabled toilet with 1 hand basin.

The building can currently be accessed via the porch/store to the western rear corner and from double sliding doors from the right-of-way. No access currently exists at the front of the building.

Planning and Site Use

The site is a Government Reserve (no.22611) under Management Order, vested in the Department for Community Development.

The site is reserved for the purpose of recreation and community centre (registered 7/1/2005)

The management order contains conditions to be observed, with power to lease for any term, subject to the consent of the Minister for Lands (Registered 8/4/2010).

The site has been leased by Department for Community Development to the Shire of Ashburton. The Shire has sub-leased to Swan Districts Football Club for the purpose of "Youth Drop-in Centre and Administration Office for V Swans". (Schedule to lease – item 13).

The site is located within a "Commercial and Civic" zone under the current Shire of Ashburton Town Planning Scheme.

The use of the site as a youth centre is a "discretionary use" within this zoning. The Shire is consequently able to exercise its discretion for this use by granting a planning approval.

Heritage Significance

The place is not heritage listed.

The place (Old Power Station, Onslow) is included on the State Heritage Office database (Place no. 19007). The State Heritage Office assessed the place in September 2010 under the requirements of the Government Heritage Property Disposal Process. This preliminary assessment identified the place as being Below the Threshold for Entry into the Register of Heritage Places.

The place is not included on the current Shire of Ashburton Municipal Heritage Inventory.

Proposed Use

Please note the building will only be opened when there is staff supervision.

Policies and Procedures

Policies and Procedures are being researched and community stakeholders will be consulted before put in place. They will reflect best practice, be suitable for the area, and establish an environment that best protects the safety and amenity of all involved.

Code of Conduct/Behaviour Expectations

Behavioural expectations will align with Onslow School's PBS (Positive Behaviour System) to ensure clarity and continuation of behavioural guidelines for the youth. These expectations – Be Safe; Be Respectful, Be Caring; and Be Your Best – will be unpacked and taught at school, and can be carried over to the community, particularly with V Swans affiliation with both in-school and after-school environments.

Hours of Operation

Youth Hours:

- 2:30pm – 6:30 pm on school days
- 12pm – 5 pm on weekends (subject to staff availability)

Other Potential Daytime Uses (prior to youth hours)

- Office space for V Swans
- Meeting/Information space for Community Service Providers
- External Education Area

Proposed Purpose

The primary use of the Youth Centre will be to have a safe and supervised place for the youth to spend time with friends and mentors – a space they can have ownership of in town. It will also be a place they can associate with interactive learning, arts, sports and technology as we are able to provide equipment and programming to develop these areas. The Youth Activity Centre will be a place of value to the community, where Onslow's young people can develop a sense of identity and pride, learn resilience and leadership, and have a positive outlet to direct their energies.

In addition to this, V Swans look to utilize the centre to deliver further:

- Access to health information and services
- Additional Life Skills programming
- Support of Juvenile Justice initiatives
- External education programming
- Communication channels for community service providers

Proposed Works

To convert the industrial structure for use as a Youth Activity Centre it is proposed that the place undergo the following changes:

- Remove and relocate front boundary fence to form enclosure to both sides of the building
- Re-grade driveway and form parking area (1 x disabled bay, 2 x vehicle bays) inside the front boundary
- Form pathway access from parking area to building
- Upgrade fencing on boundary to Lot 102 adjacent to concrete paved area
- Remove undergrowth from landscape adjoining front boundary to improve visibility and safety
- Form new compliant building entry visible from Second Avenue and extend roof of existing ablution to provide covered porch
- Construct new walls and ceiling in 6-star rated SIPS (Structurally Insulated Panel System) to the interior of the existing structure to form a flexible open-plan space
- Replace the existing fixed windows with new double-glazed fixed and awning windows
- Provide new compliant exit door to existing kitchen area
- Construct new steel framed pergola system over concrete paved area adjacent to Lot 102
- New electrical switchboard, power, lighting (including emergency) and fittings
- Provide data services
- Provide 2 x 14Kw split system air-conditioning systems
- Upgrade existing kitchen
- Upgrade existing toilets

Architectural drawings include the following:

- A.01 Site Plan and Proposed Elevations (1:200)
- A.02 Existing Building Plan and Elevations (1:100)
- A.03 Proposed Internal Works - plan, sections and elevations (1:100)

The proposed works will provide:

- A durable and adaptive fit-out that will suit the proposed use as a Youth Activity Centre
- Significant private and community investment in a community facility
- Highly economic fit-out to provide maximum community benefit
- Flexible, multi-purpose internal space suitable for a range of uses
- Adaptive re-use and conservation of an building that may be of local heritage significance
- Substantially improved building and site condition
- Substantially increased thermal performance (above 6-star rating)
- Substantially increased acoustic performance
- Street identity and visible entry
- Increased security provision

Works Program

Following the issue of a building license, construction could be completed within a 6 - 8 week program.

ORGANIZATIONAL BACKGROUND

V Swans

Our Identity

We strive to be a leader to young people, particularly Indigenous youth, as they fulfill their educational potential and become empowered in their life journey. We use sport as a vehicle to support our educational and healthy lifestyle messages. We are positioning ourselves to be one of Western Australia's, leading youth, game and community development providers.

Our Vision

Indigenous and non-Indigenous young people actively and positively participating in physical activity, education and community.

Our Approach

V Swans staff are all active members in their communities, committed to listening to and empowering those they serve. We are focused on long term projects that produce a lasting and sustainable imprint on each community.

V Swans Program Pillars

Community Engagement & Participation

Engage communities in a way that supports individual growth, closes the gap between Indigenous and non-Indigenous communities and embraces cultural and social diversity.

Education & Training

Provide opportunities to further the education or training opportunity of all participants.

Game & Pathways Development

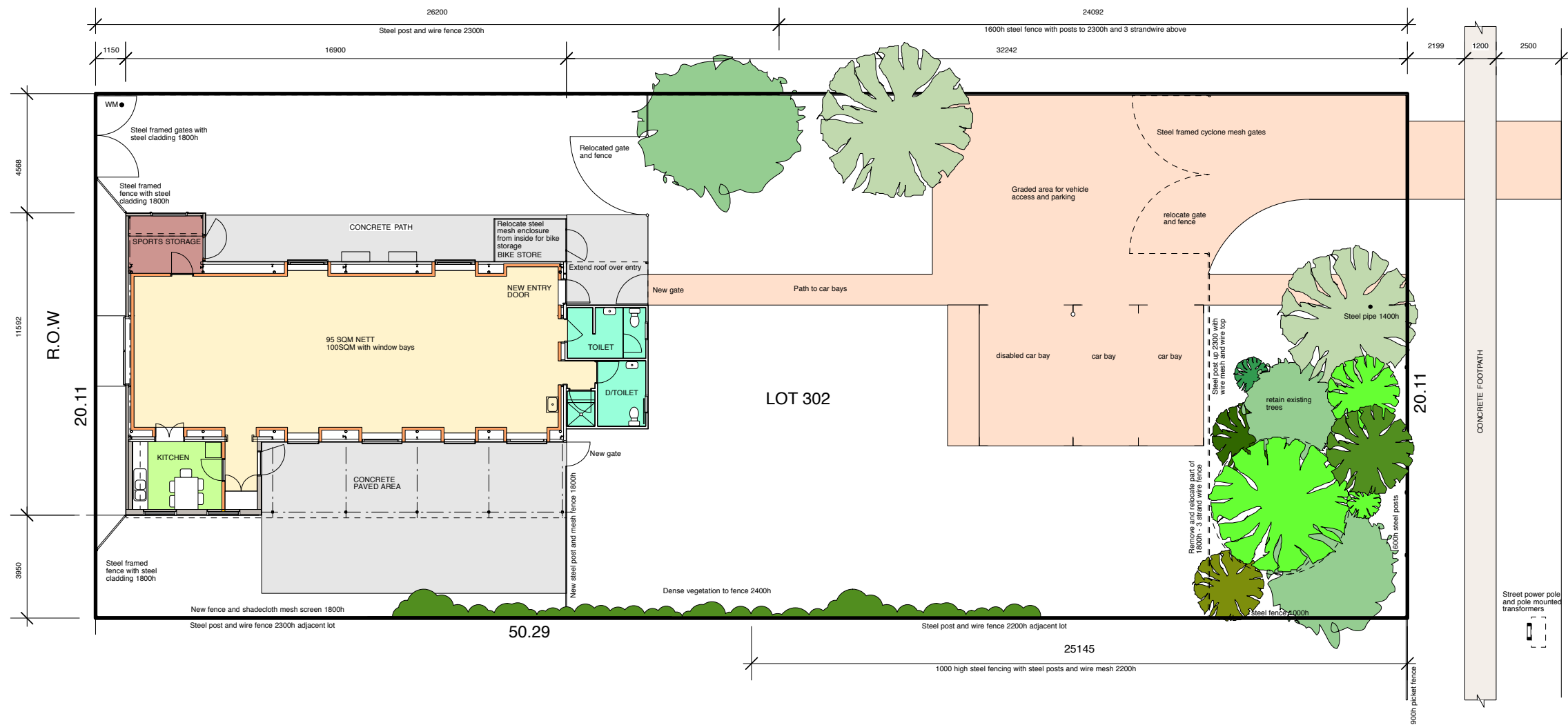
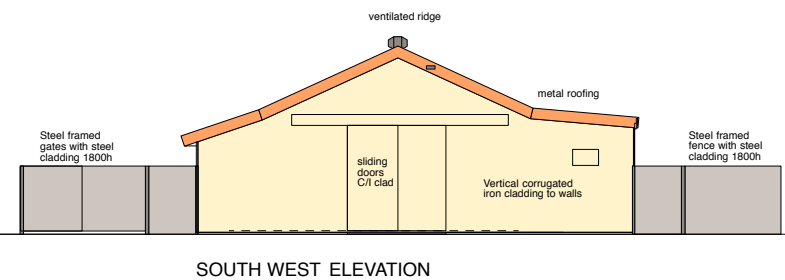
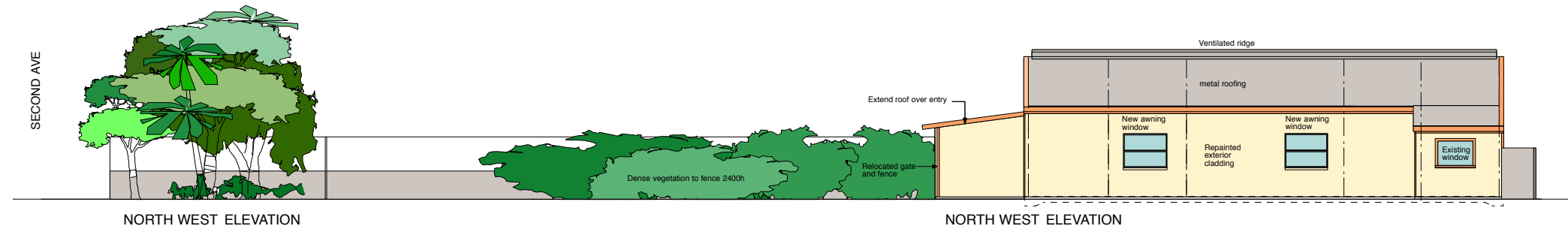
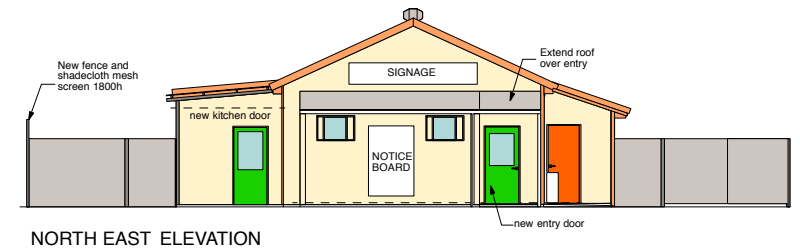
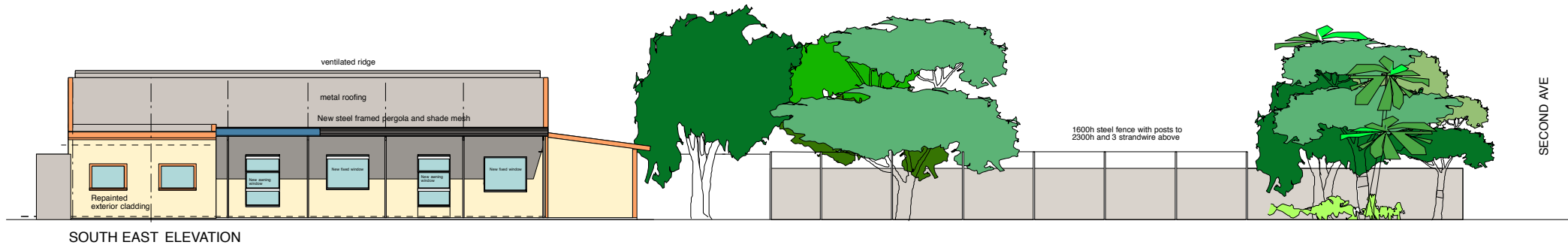
Ensure that sport and recreation is delivered by ourselves, community members, clubs and leagues within a quality environment for which to support social inclusion, participation and elite development.

V Swans History in Onslow

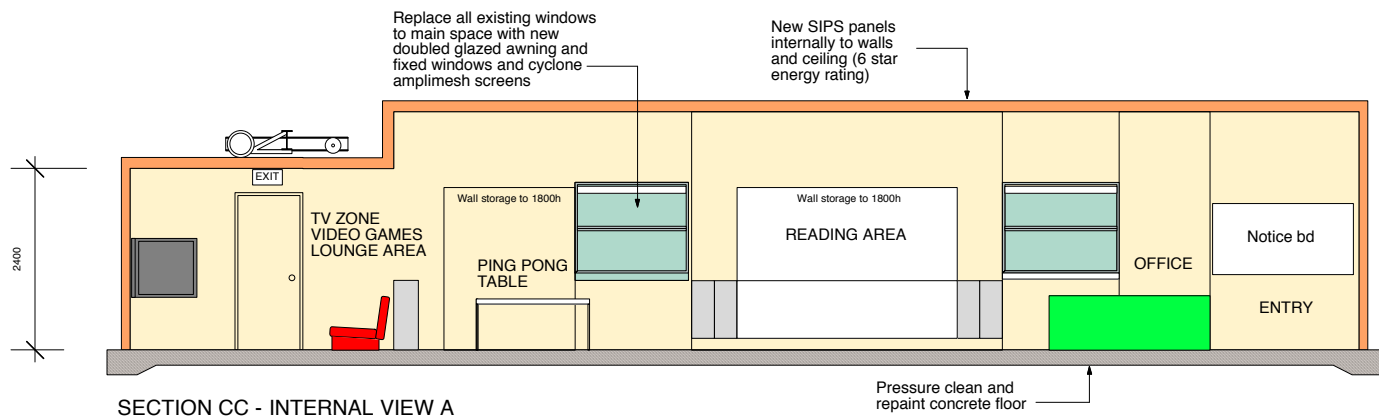
V Swans have been involved in the Onslow community since 2010, when the Chevron V Active program began. V Swans have been active members of the town for the past 3 and a half years, and have developed strong and respected relationships with the youth and greater community.

The staple of our work has been our after school sports programs, delivered 3-5 times weekly throughout the year; and in school sports education programs (Leading Forward and Young Coaches) which address healthy lifestyle principles through sport – delivered weekly to each class in the Primary and High school.

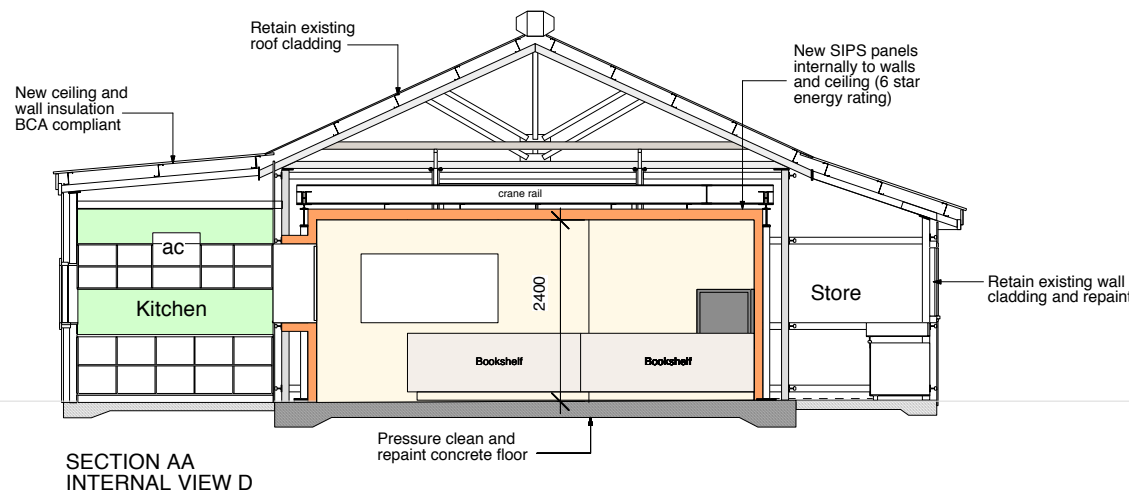
In addition to these activities, V Swans have also worked collaboratively with many of the community service providers (Onslow School; Shire of Ashburton's community development team; DCP; Onslow Police; Juvenile Justice; and Burrabalayji Thalanyji) in Onslow to grow youth development initiatives and build a network of support to enable positive actions.



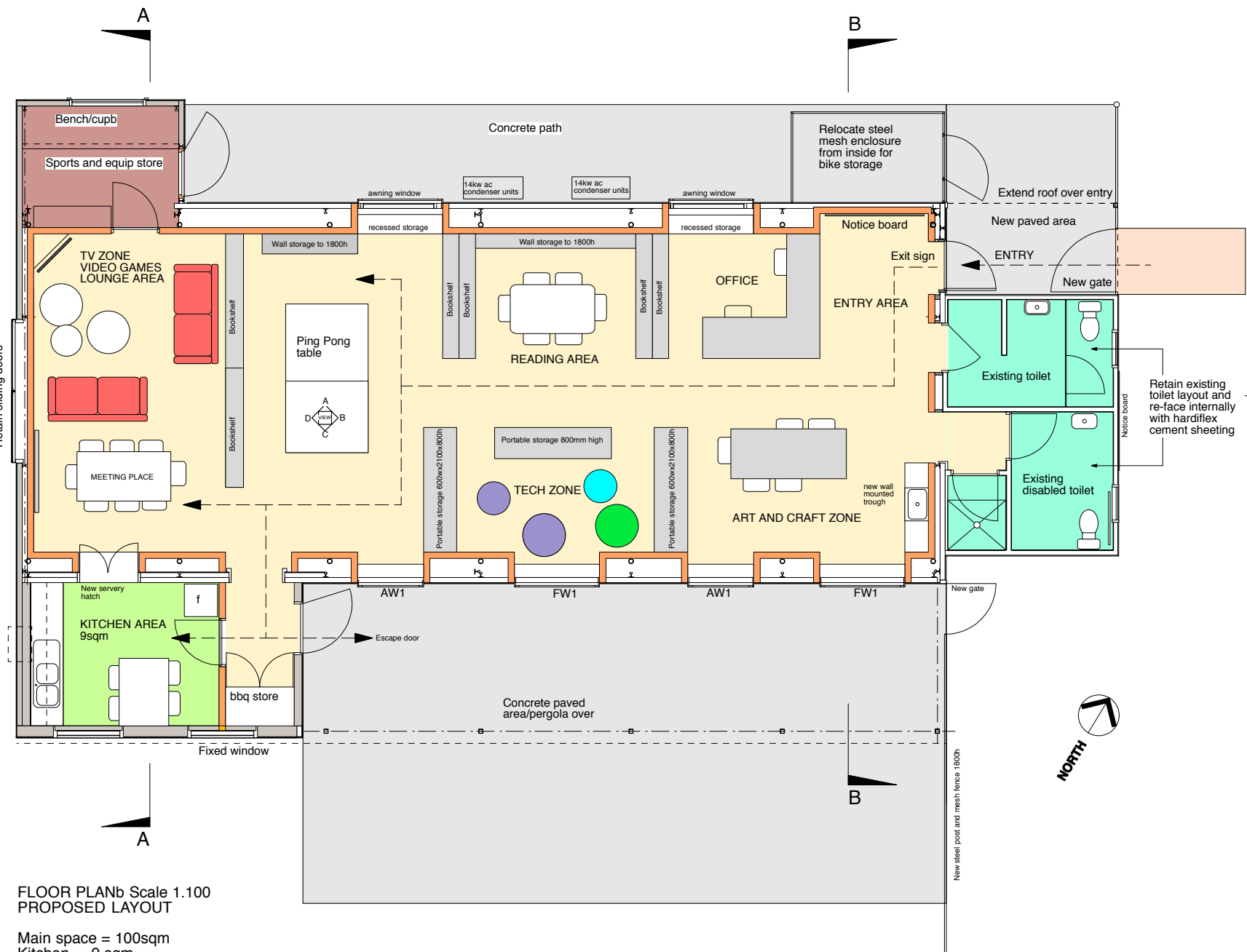
		Drawing issued for		NOTE TO CONTRACTORS Dimensions indicated on drawings are approx only. Contractors are to site measure building. Report any variation from drawings to the architect.		Alice Steedman Michael Ipkendanz Architects		ONSLow YOUTH ACTIVITY CENTRE Lot 302, Second Ave, Onslow	
		Approval		<input checked="" type="checkbox"/>		Ph: 08 9255 1397 / 08 9367 4245		Date 8.2013 Scale 1.200	
		Tender				Fax: 08 9294 2822		Drwg SITE PLAN and ELEVATIONS - PROPOSED	
		Construction		Date		Mob: 0414 377333 0428 47 1806			
		Date		DO NOT SCALE OFF DRAWINGS					



SECTION CC - INTERNAL VIEW A

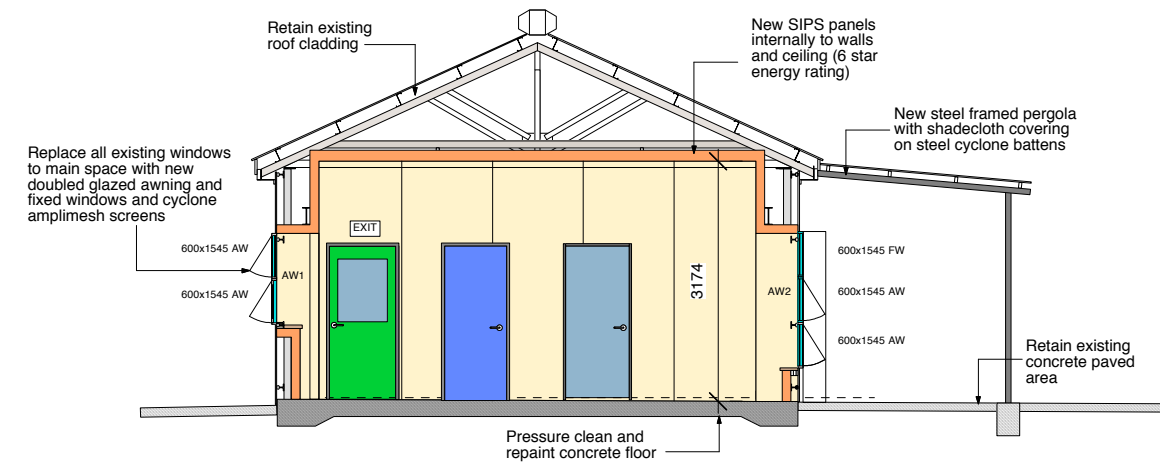


SECTION AA INTERNAL VIEW D

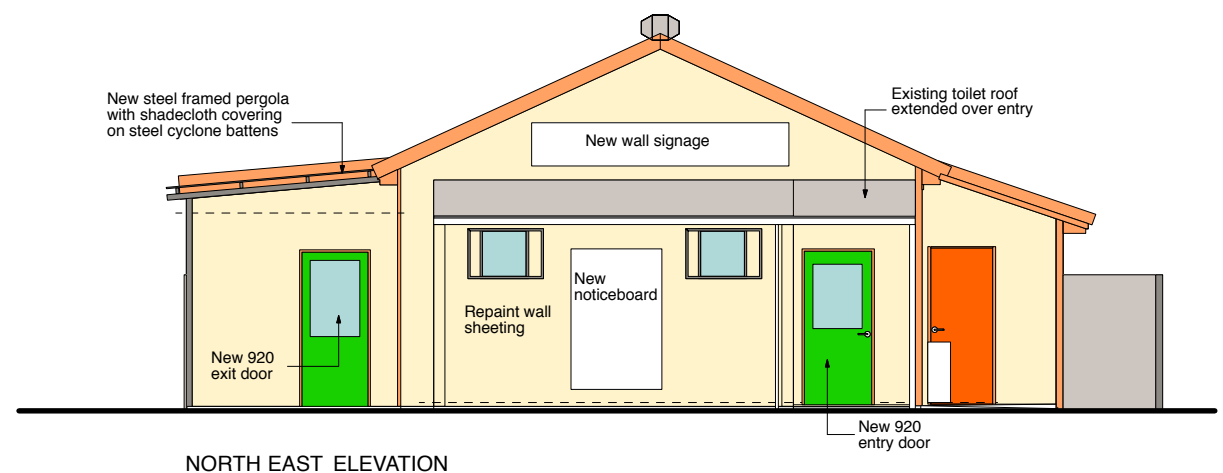


FLOOR PLANb Scale 1.100 PROPOSED LAYOUT

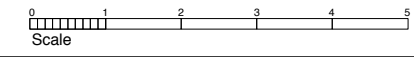
Main space = 100sqm
 Kitchen = 9 sqm
 Toilets = 14sqm
 Store = 6sqm



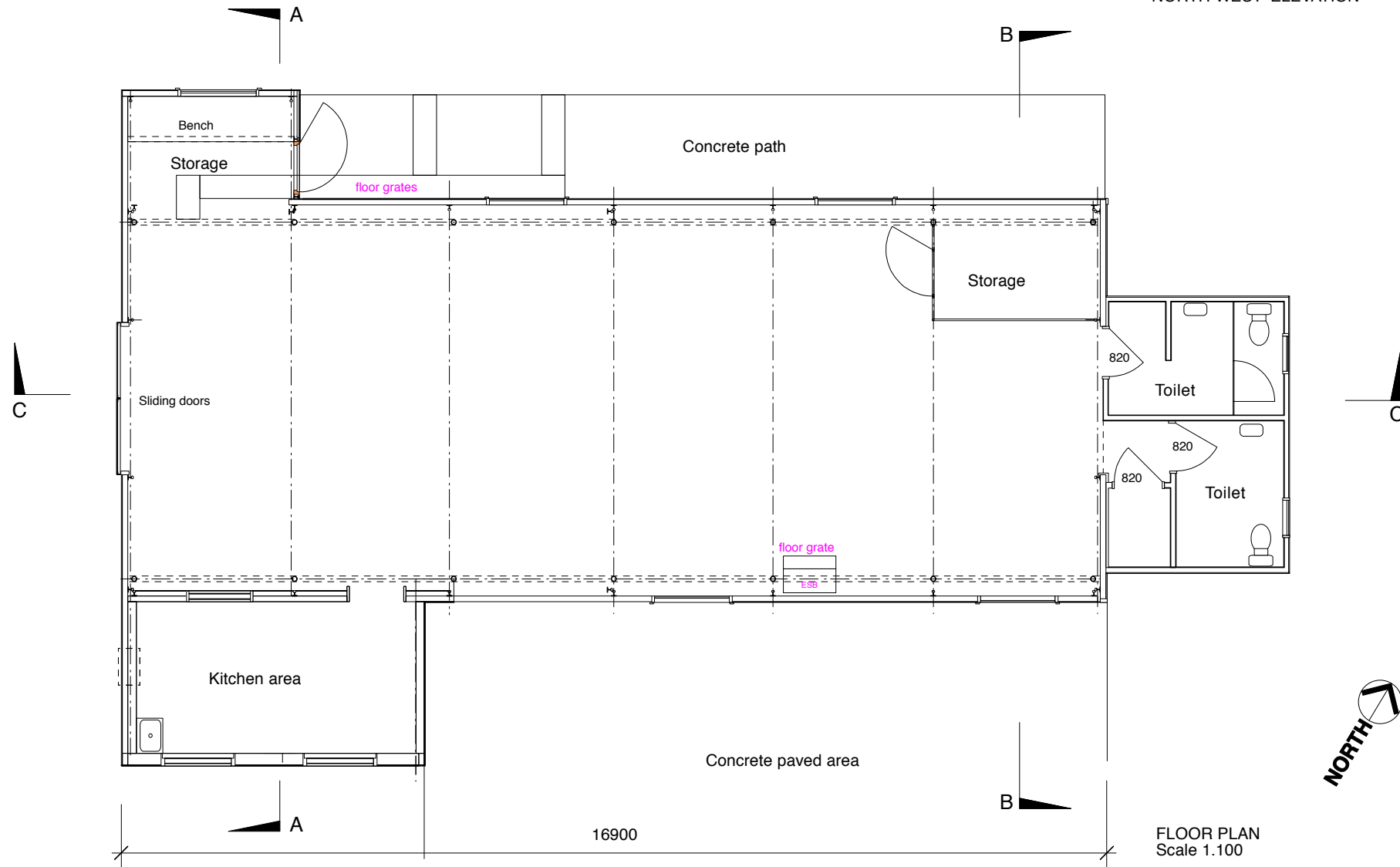
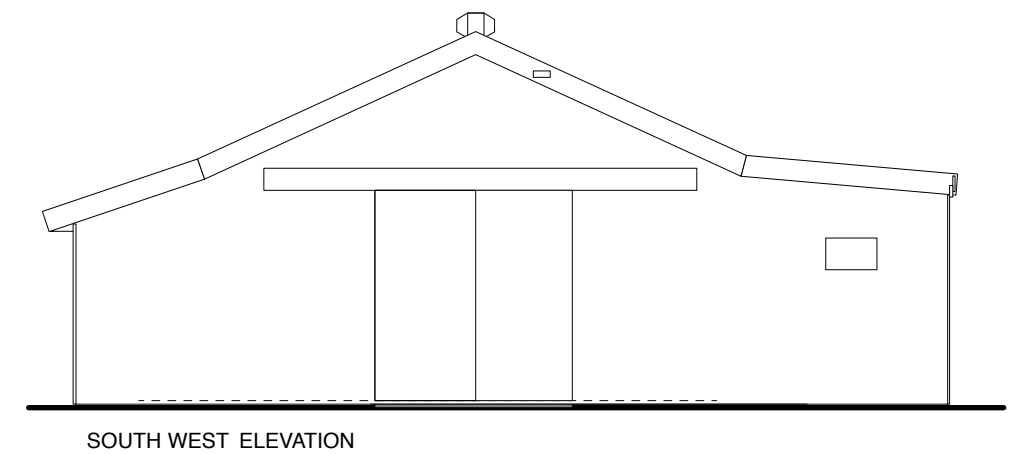
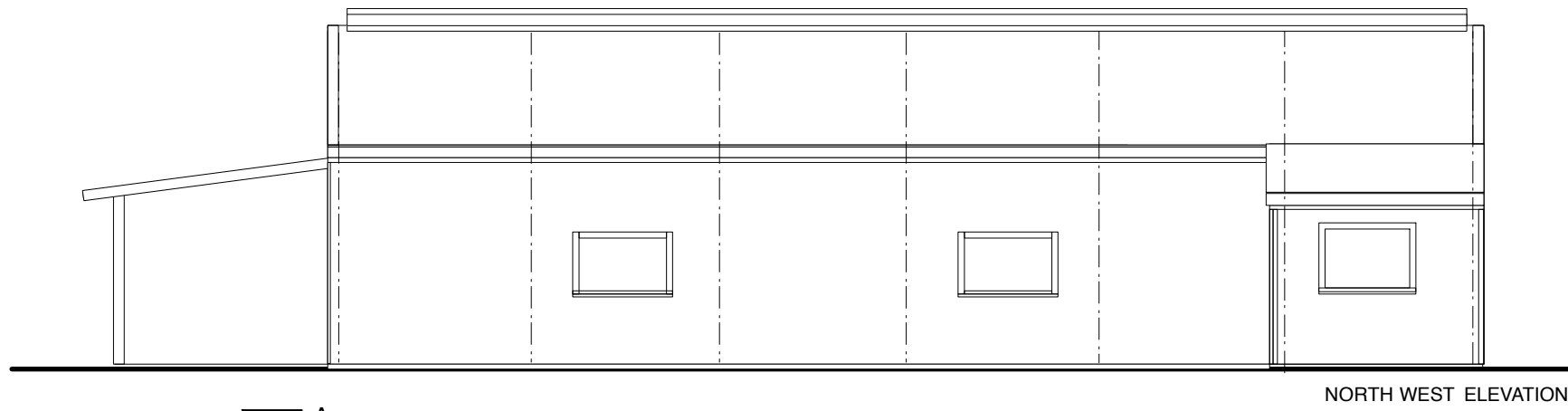
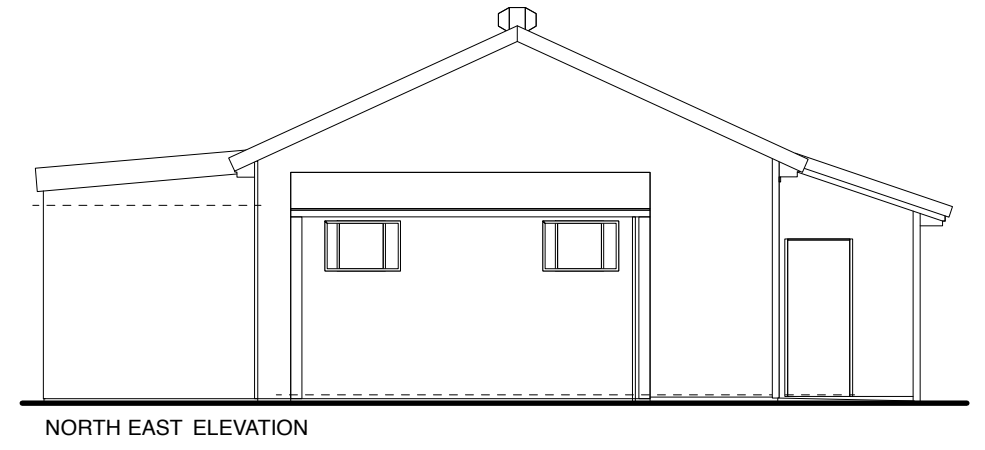
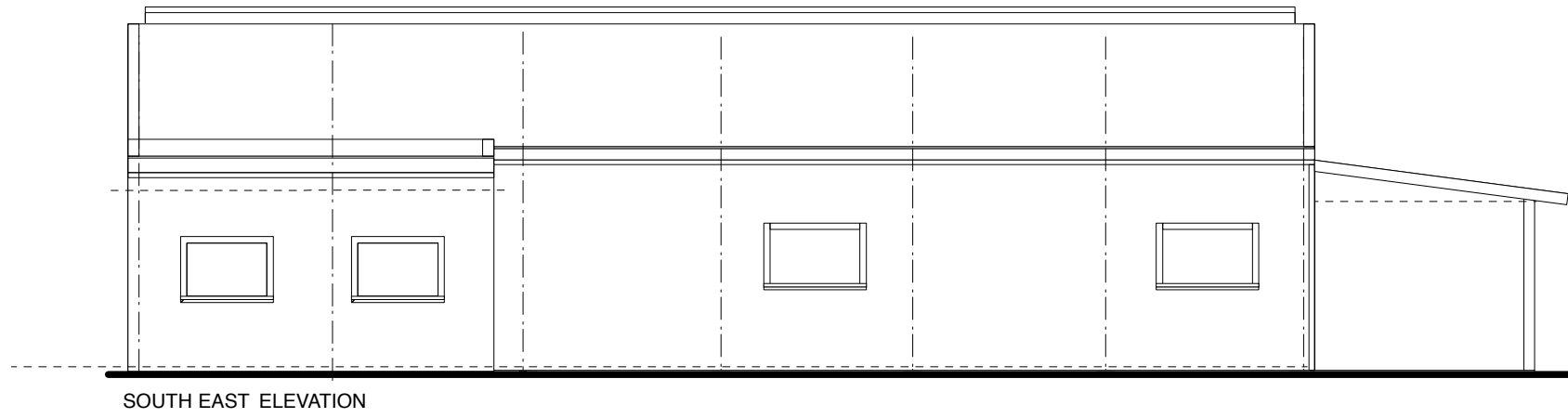
SECTION BB INTERNAL VIEW B



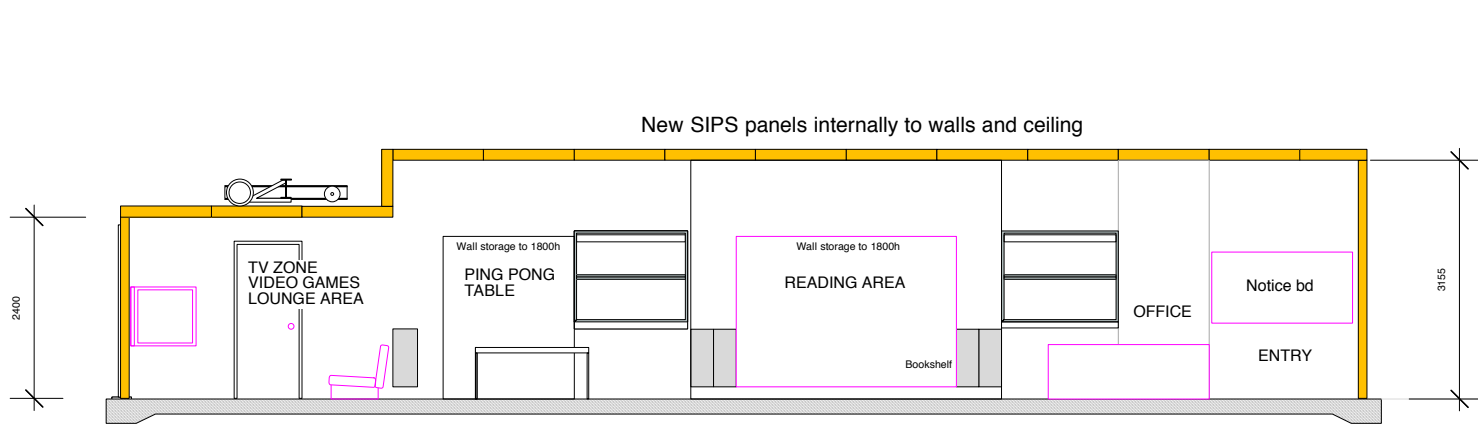
NORTH EAST ELEVATION



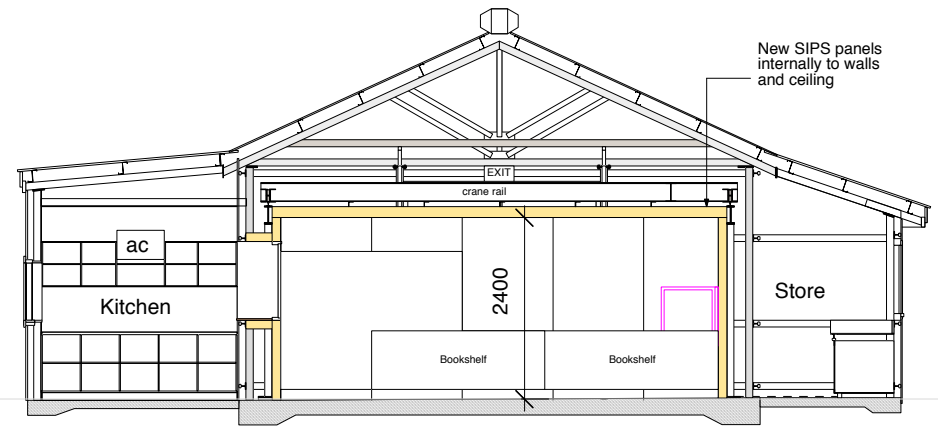
		Drawing issued for		NOTE TO CONTRACTORS Dimensions indicated on drawings are approx only. Contractors are to site measure building. Report any variation from drawings to the architect.		Alice Steedman Michael Ipkendanz Architects		ONSLow YOUTH ACTIVITY CENTRE Lot 302, Second Ave, Onslow Date 8.2013 Scale 1.100	
		Approval		DO NOT SCALE OFF DRAWINGS		Ph: 08 9255 1397 / 08 9367 4245 Fax: 08 9294 2822 Mob: 0414 377333 0428 47 1806		Drwg PLAN, ELEV, SECTIONS - PROPOSED	
		Tender						A.03	
		Construction							
		Date							



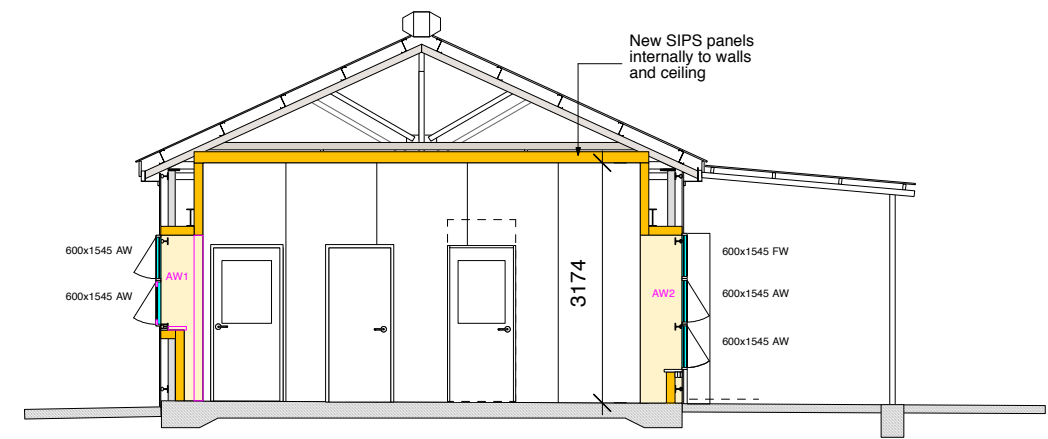
<p>NOTE TO CONTRACTORS Dimensions indicated on drawings are approx only. Contractors are to site measure building. Report any variation from drawings to the architect.</p> <p>DO NOT SCALE OFF DRAWINGS</p>	<p>Alice Steedman Michael Ipkendanz Architects</p> <p>Ph: 08 9255 1397 / 08 9367 4245 Fax: 08 9294 2822 Mob: 0414 377333 0428 47 1806</p>	<p>ONSLow YOUTH ACTIVITY CENTRE Lot 302, Second Ave, Onslow Date 8.2013 Scale 1.200</p>
	<p>Drwg PLAN and ELEVATIONS - EXISTING A.02</p>	



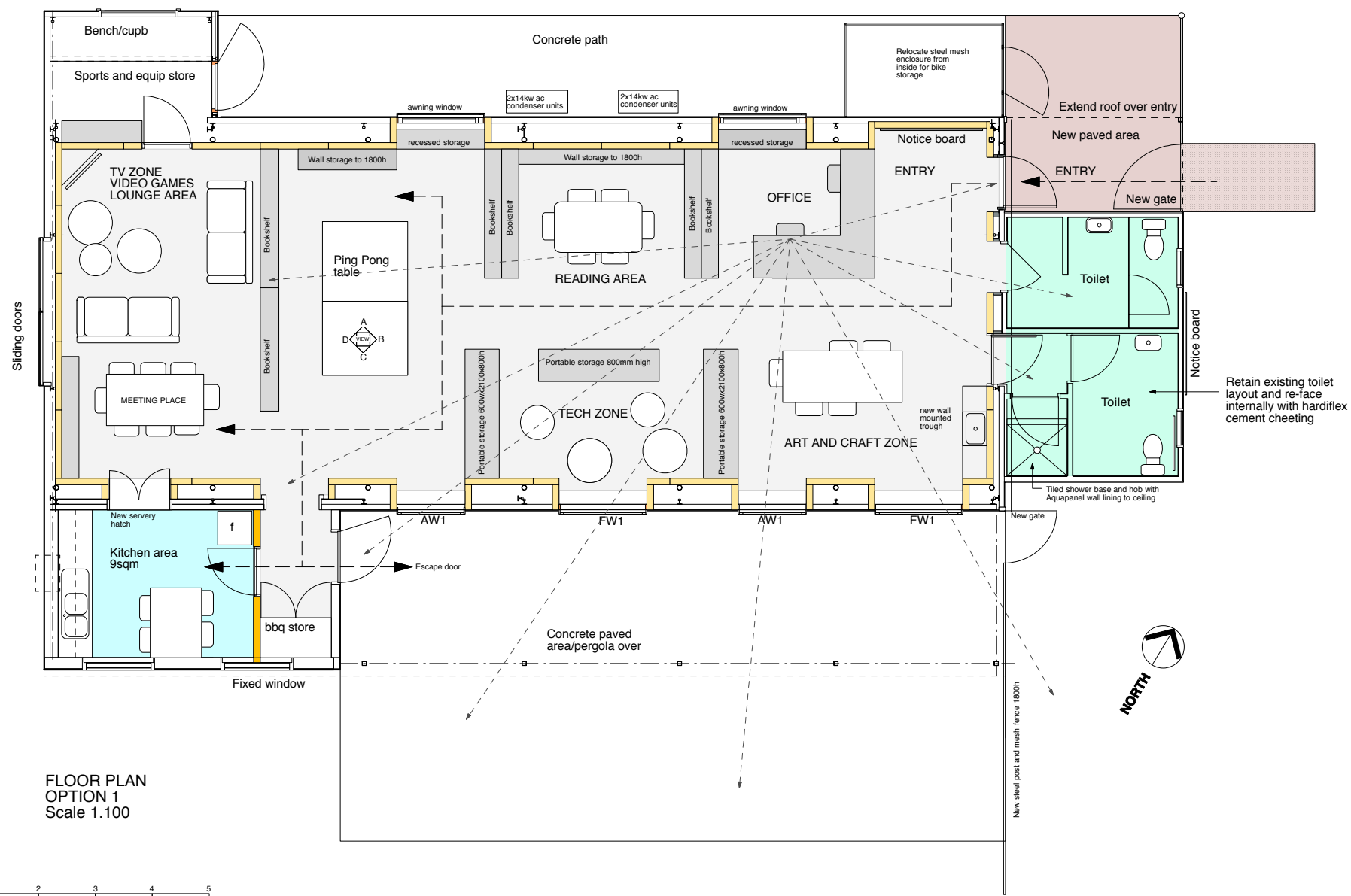
INTERNAL VIEW A



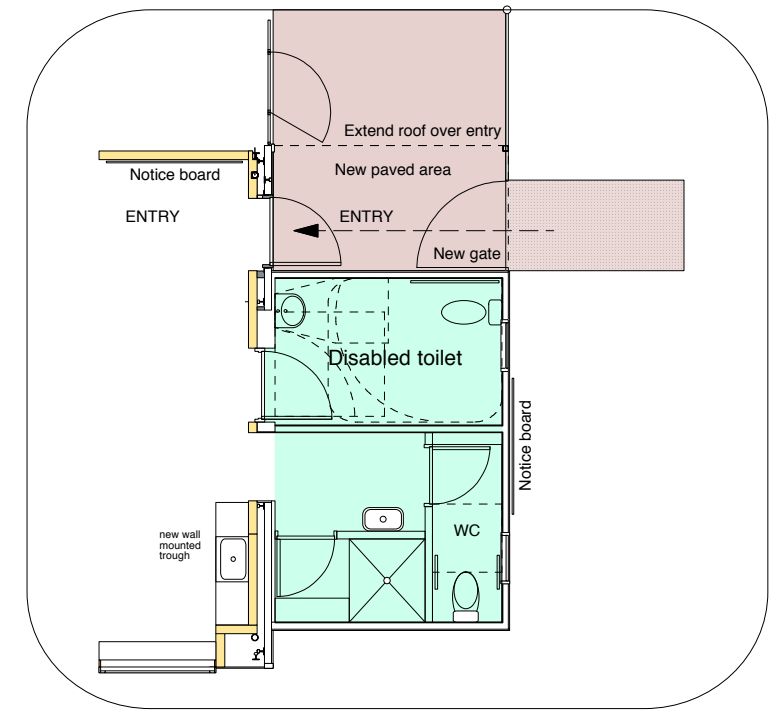
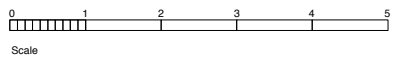
SECTION AA
INTERNAL VIEW D



SECTION BB
INTERNAL VIEW B



FLOOR PLAN
OPTION 1
Scale 1.100



ALTERNATE TOILET LAYOUT COMPLYING WITH CURRENT STANDARDS AS1428

		Drawing issued for		NOTE TO CONTRACTORS Dimensions indicated on drawings are approx only. Contractors are to site measure building. Report any variation from drawings to the architect.		Alice Steedman Michael Ipkendanz Architects Ph: 08 9255 1397 / 08 9367 4245 Fax: 08 9294 2822 Mob: 0414 377333 0428 47 1806		ONSLow YOUTH ACTIVITY CENTRE Lot 302, Second Ave, Onslow Date 8.2013 Scale 1.200	
		Approval		<input checked="" type="checkbox"/>				Drwg PLAN and ELEVATIONS - PROPOSED	
		Tender		<input type="checkbox"/>				A.03	
		Construction		<input type="checkbox"/>					
		Date		<input type="checkbox"/>					

SUMMARY OF SUBMISSIONS

No.	Submission From	Summary of Submissions	Comment	Recommendation
1	Mrs Dawn McAullay PO Box 28 ONSLow WA 6710	<p>Thank you for forwarding the Planning Application for change of use of the old Power House / Youth Centre block at 55 Second Avenue Onslow.</p> <p>I have no objections to this site being used for a Youth Centre if run by the V Swans and the policies and procedures and code of conduct and behaviour expectations are carried out... The property is long overdue for a cleanup with overgrown trees, palms etc. that have been an eyesore for a long time and that, I might add, only a Government owned block would be able to get away with.</p> <p>When this building, the Old Power House, was first used as a Youth Centre in the early 1990s there were complaints from neighbours as the youths that enjoyed the centre had the problem of their younger siblings tagging along and it became an unruly child minding place and was not run well. I am sure this will not happen under Daniels watch and I wish them well in their endeavours.</p>	Noted.	That the Submission be noted.
2	Land Owner 57 Second Avenue ONSLow WA 6710	I live at 57 Second Avenue Onslow. I do not approve of a youth centre being built next door at lot 302 house 55 Second Avenue Onslow.	Noted.	That the Submission be noted.

		<p>As they already have a multipurpose centre in Onslow. As a ratepayer and a business owner I am currently running a laundry business from my property.</p> <p>I also have 1000 litres of gas running from the side of my house where the youth centre is going to be built. We will need to put an 8ft brick wall down the side of the joining lots. To keep children away from where people will be coming to drop off washing, as when my new house is built the laundry will be on the side next to the youth centre and cars will be constantly in and out for the washing. It will be a great concern, as parents will not be watching their children at these times.</p> <p>As it is on the main street of town it gets very busy and children will not be supervised at all times. As a ratepayer of my house 57 Second avenue in Onslow, I have been told that I have to raise my block up 4 metres before I can even build my house. What makes it different for the youth centre to be able to remain the way it is and be able to have valuable things such as new TV's on ground level?</p> <p>I think it is a disgrace that the VSWANS get given \$100,000 dollars to spend on a new facility for the children in this town.</p>	<p>Noted. A Home Business approval has been issued for 57 Second Avenue Onslow.</p> <p>A fence is at the discretion of the land owner however a Building Permit will be required as Onslow is a Category D Cyclonic area. The Shire has not approved a new dwelling at 57 Second Avenue Onslow so it cannot comment on the proposed design. The purpose of the 'community use' is as a youth activity centre undertaken by VSwans. Further, the land is reserved for the purpose of 'recreation and community centre'. The use proposed is reasonably within the 'purpose' of the reserve.</p> <p>The proposed use does not change the overall building structure and the requirements of the Scheme concerning building heights for flood and storm surge protection is not retrospective.</p> <p>Noted. This is not assessed as part of the Planning Application.</p>	
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		<p>This money grant should go towards new facilities for the school, upgrading the high school so more families stay for their children to graduate, instead of sending them away to a boarding school miles away. This money should go towards something the town really needs.</p> <p>Up grading the hospital should be first priority as the town is growing and we do not have a full time doctor. It's the small things in Onslow that mean the most. When they community resource centre was closed down that was a huge let down to most of the community and they don't get funded by a company such as chevron to reopen. Does this money grant say something about the people in Onslow?</p>	<p>Noted. This is not assessed as part of the Planning Application.</p> <p>Noted. This is not assessed as part of the Planning Application.</p>	
3	<p>Swan Districts Football Club PO Box 61, BASSENDEAN WA 6054</p>	<p>To enable the Council to fully consider the objection and the overall Application, the Shire Administration provided a copy of the Objection and invited comment. For privacy reasons, the Applicant was not advised not to contact the objector.</p> <p>The Applicant's response is as follows:</p> <p><i>"We address the points in the letter with the following facts and information:</i></p>	<p>Noted. In response to the Objection, this submission raises matters that are not necessarily part of the overall planning assessment.</p>	<p>That the Submission be noted..</p>

A grant from Lotterywest Community Projects is providing the vital financial support to redevelop the existing building and provide educational books, interactive games and other interactive technology to the facility currently built on lot 302 – not Chevron, as the letter implies. We also have several local contractors supporting the redevelopment by donating expertise and labor, we want this facility to be for the community and we have significant support from Shire, business, the school and local families.

The Onslow MPC is a wonderful community facility and is equipped for holding sports oriented events and programs; it is also a state of the art emergency situation facility, but it does not currently have the necessary accessibility required to house a youth centre. It also has an hourly hire fee for its use by individuals and or groups therefore making it unattainable for many low income residents and children. Community Development staff at the Shire of Ashburton acknowledge this and support V Swans in the redevelopment of the building in question (please see attached support letter).

The planning application is seeking approval for a "change of use" of the existing structure.

The modifications proposed are relatively minor and aim to improve amenity of the building and upgrade the facility to comply with current building codes and standards. These design plans will provide a safe, interactive and engaging facility that will be staffed and provide full time qualified supervision at all operational times. Youth Centre opening hours at this stage are planned to be 2:30pm – 6:30pm week days and approximately 2pm to 6pm on weekends.

At no time will there be unsupervised access to the facility. We appreciate the neighbour's concern regarding the safety of the bulk gas storage at the side of her house and its perceived risk to the users of the Youth Centre. As the Shire has previously approved the installation of the commercial laundry facility within Onslow's Commercial and Civic precinct, we seek the Shire's advice in regard the most appropriate form of fencing required by our development.

The pathway heading to the proposed Youth Activity Centre will always receive heavy community foot traffic as it is a main access point for the Post Office and the Supermarket. As mentioned, the building will always be staffed and supervised when operating.

We hope that with increasing community awareness and promotion of the Youth Activity Centre in the area, vehicles will be increasingly cautious. We also intend to deliver (through collaborating with other health and service providers) health awareness information and messages to Youth Activity Centre participants. This centre will provide a great venue to reach the youth, outside of school hours, to address issues such as this one. In addition to having youth activities and health awareness information, we intend to utilise the facility to operate different education initiatives. The School supports us in the development of both the programs and the Youth Activity Centre (please see attached support letter) as an extra developmental tool for youth outside of school hours, or as an external engagement tool for youth that have become disconnected with the school environment.

It is hoped that once this project receives approval that residents will see the benefit and impact of having a safe and inclusive place for young people to spend time. The Youth Activity Centre will be a place of value to the community, where Onslow's young people can develop a sense of identity and pride, learn resilience and leadership, and have a positive outlet to direct their energies.

		<p><i>We believe the upgraded facility will be a future asset to be used accordingly by the town and its people.</i></p> <p><i>We understand the concerns that some residents that live close to the facility may have, but we feel they are unfounded. We are happy to ensure safety of both our participants, and that of the local residents and their businesses, as they're paramount to the ongoing development of our community. In fact we believe that this facility will support the decrease in boredom of young people in Onslow and support a continued decrease in local crime and vandalism. (See letter of support for V Swans from Local Police).</i></p> <p>Note: Correspondence from the Shire of Ashburton Manager, Community Services, Onslow Primary School and Onslow Police as provided to VSwans and which forms VSwans submission, are attached to this Schedule.</p>		
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ON SLOW PRIMARY SCHOOL

ABN 85 631 486 521
P.O. BOX 12, ONSLOW, 6710.
TELEPHONE: (08) 9184 6062
FAX: (08) 9184 6145

27th May 2013

Ms. Nicole Graves
V Swans General Manager
Swan Districts Football Club
PO Box 61
Bassendean
WA 6054

To Ms. Nicole Graves,

As the Deputy Principal of Onslow School I have seen extensively the impact that the V Swans team in Onslow has been able to make. Their influence within school while delivering sports education programs to Primary school and High school year groups has encouraged improved attendance rates, developed self-esteem, and built on our students' capacity to be leaders.

Their sports engagement programs after school have also been very effective in improving the behaviour of the youth, while establishing pathways for them to grow and succeed.

The Youth Centre project is an initiative that has substantial merit and has our full support. The V Swans team has the trust and respect of the young people in Onslow. They have clear expectations, and they're figures of stability for the youth that often have neither. There is a need for a space that the youth can call their own, and we have no doubt that the V Swans will provide a safe, creative and interactive environment – with programming that not only engages the youth but develops them towards being a positive member in the community.

We look forward to the development of this project and will continue to work with the V Swans team to ensure its success in Onslow.

Kind Regards,

A handwritten signature in blue ink, appearing to read 'S. Tyndall'.

Sean Tyndall
Deputy Principal
Onslow P.S.



WESTERN AUSTRALIA POLICE

ONSLow POLICE STATION
SECOND AVENUE, ONSLOW
WESTERN AUSTRALIA 6710
TELEPHONE: (08) 9459 9400
FACSIMILE: (08) 9484 6270

29th August, 2012

Ms. Nicole Graves
General Manager- V Swans
Swan Districts Football Club
PO Box 61
Bassendean
WA 6054

Dear Ms. Nicole Graves,

Speaking on behalf of myself and the Onslow Police Station I feel that having V Swans in town has made a positive influence in the development of our community and young people. Their close relationship with the youth in town has allowed them to build a steadfast rapport within our community. This relationship allows them to provide opportunities for meaningful engagement activities, which reinforces positive social behaviour in a constructive environment.

Our relationship with V Swans has steadily grown over this last year and their interaction with us has been a positive experience, one that has both benefited us and the community. V Swans regularly check in with us and support our initiatives, such as reinforcing that curfews are followed, encouraging participation in community activities, and support positive life choices.

It is also important to note that over the last year we have seen a dramatic decrease in burglary and other general offences. The work that the V Swans do reinforces positive behaviour choices and allow past offenders an opportunity to become re-engaged with community in a positive manor.

V Swans influence as role models comes as an added benefit of having Daniel and Emily living in town. They continually reinforce good choices, giving the kids someone else to look up to in our small community.

It's been a pleasure having the V Swans team in Onslow and I look forward to their development and influence of our community into the future.

Sincerely,



Jeremy Coulson
Sergeant 9677
Officer in Charge
Onslow Police Station



27th May 2013

Ms. Nicole Graves
V Swans General Manager
Swan Districts Football Club
PO Box 61
Bassendean
WA 6054

Dear Ms. Nicole Graves,

Having worked in the Community Development arena in Onslow for the past 4 years, it is apparent there is a need for a specialised Youth Centre. Council is working to provide this service into the future with the development of an appropriate facility and services. To have this need addressed in the short term by a professional organization like V Swans will be a major asset for the community.

The V Swans team has worked closely with the Shire of Ashburton, and they have developed strong relationships with the youth and their families. Their programs have been very successful in engaging our young people, and the prospect of V Swans operating a Youth Centre in Onslow is considered to be of benefit to the Onslow Community.

While youth misbehaviour in our town has not been abundant, the damages that have occurred have been significant. Our young people lack options, stability and creative outlets for their energy – the Youth Centre will potentially provide all of these in a positive environment.

We anticipate there will be positive changes in youth behaviour when the Youth Centre is functional, and we look forward to working with V Swans in delivering programs, activities and events that will be of benefit to both our young people and the broader community into the future.

Support of V Swans in this area in the short term is appreciated.

Kind Regards,

A handwritten signature in black ink, appearing to read 'Peta Haylo'.

Peta Haylo
Community Services Manager
Shire of Ashburton



2 October 2013

Shire of Ashburton
PO Box 567
TOM PRICE WA 6751

Attention: Rob Paull

Dear Mr Paull

**Re: Pump House and Associated Pipe Infrastructure
Beadon Creek Road and Parsley Street, Onslow, WA**

Please find enclosed an application for planning approval prepared on behalf of Discovery Parks for the development of a pump house and associated pipe infrastructure related with the redevelopment of the Beadon Bay Village Caravan Park and transient workers accommodation.

The application represents development of a portion of Lot 557 and Lot 561, together with an area of land held within the adjacent area designated as 'Harbour' and under the care and control of the Department of Transport (Lot 3054 on Reserve 30711).

The subject land includes the land currently owned by Beston Parks Land Co Pty Ltd (Lots 557) and land identified as a reserve under management order with the primary interest over that land held with the Minister for Transport, care of the Department of Transport (Lot 561 and adjacent reserve).

The proposed works, the subject of this application for Planning Approval can best be described as follows:

Description of Proposal:

"Construction of a pump house and associated pipe infrastructure"

The proposal is more fully illustrated on the plans accompanying this application prepared by Tristar Water Solutions Drawing Numbers:

- Q2323-M-102 Issue C dated 19.9.2013 Site Layout.
- Q2323-M-104 Issue B dated 14.8.2013 Pump House and Trench Details Plan.

SOUTH AUSTRALIA
33 Carrington Street
Adelaide, 5000
P (08) 8221 6000

masterplan.com.au

NORTHERN TERRITORY
Unit 33, 16 Charlton Court
Woolner, 0820
P (08) 8942 2600

ISO 9001:2008 Certified

ABN 30 007 755 277



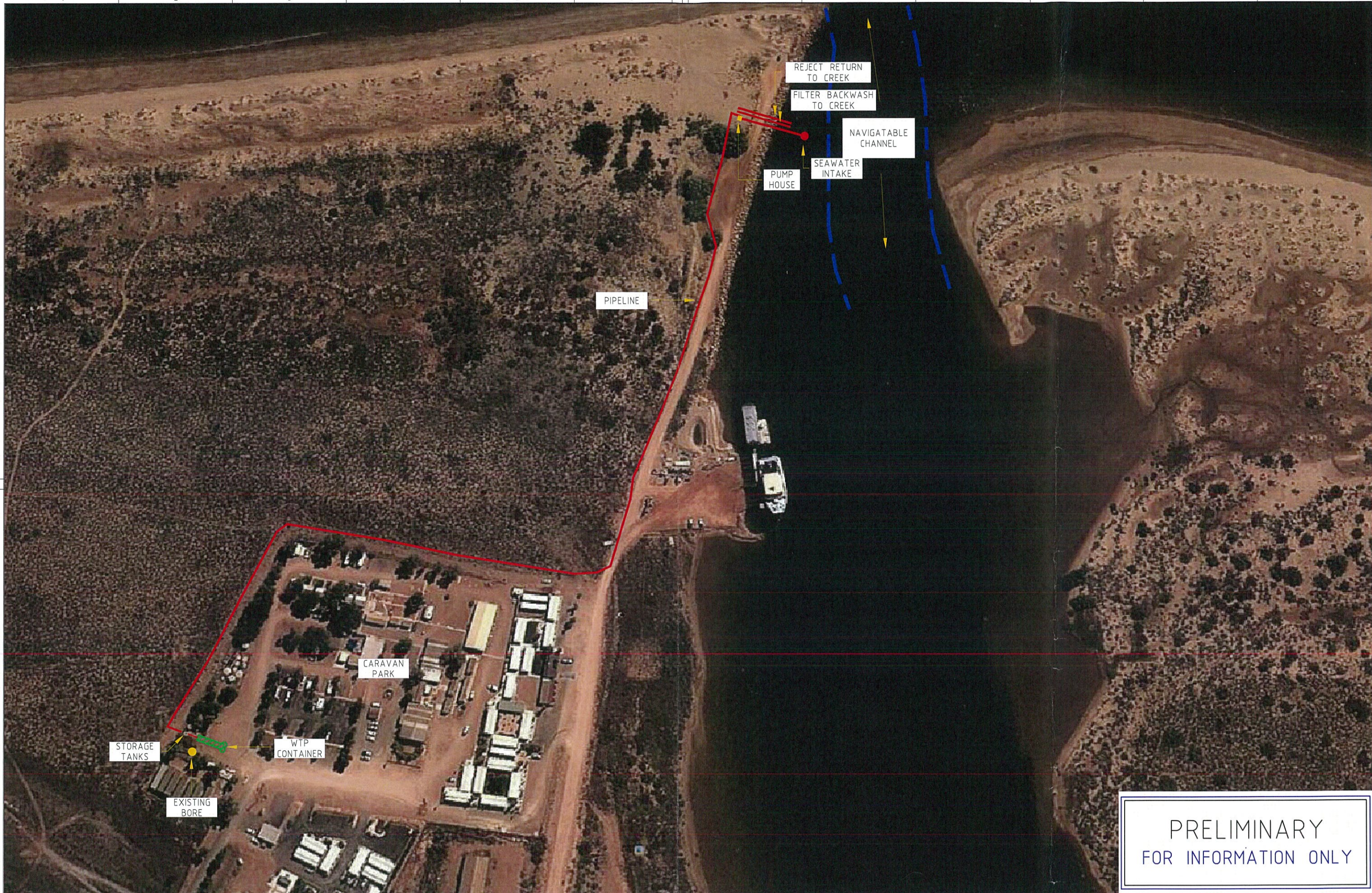
Please be aware a planning report will be submitted under separate cover for this application.

Please do not hesitate to contact the undersigned on 8221 6000 should you require any further information.

Yours sincerely

Greg Vincent
MasterPlan SA Pty Ltd

enc: Documents as Listed.
cc: Discovery Parks, Att: Rick Thurling.
Department of Transport, Att: Aaron Osinski.



PRELIMINARY
FOR INFORMATION ONLY

A	07.08.13	ISSUED FOR INFORMATION	JS	GT
B	15.08.13	GENERAL UPDATE	JS	GT
C	19.09.13	PUMPSHED LOCATION MOVED	JS	HH
ISSUE	DATE	REVISION	DRN	APPD

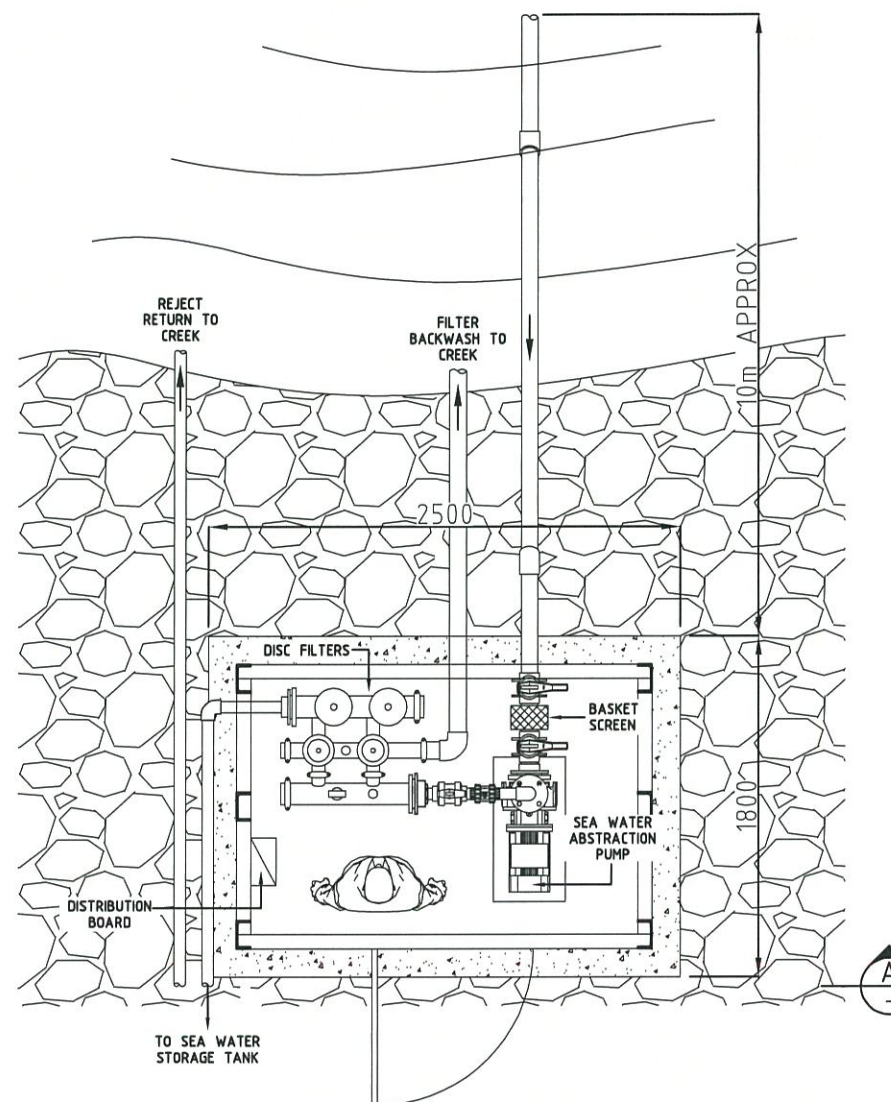
ISSUE	DATE	REVISION	DRN	APPD
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TRISTAR WATER SOLUTIONS PTY LTD
 56 PEEL ROAD
 O'CONNOR
 WA 6163
 TEL: (08) 9331 6133
 FAX: (08) 9331 6233
 EMAIL: SALES@TRISTARWATER.COM.AU
 WWW.TRISTARWATER.COM.AU

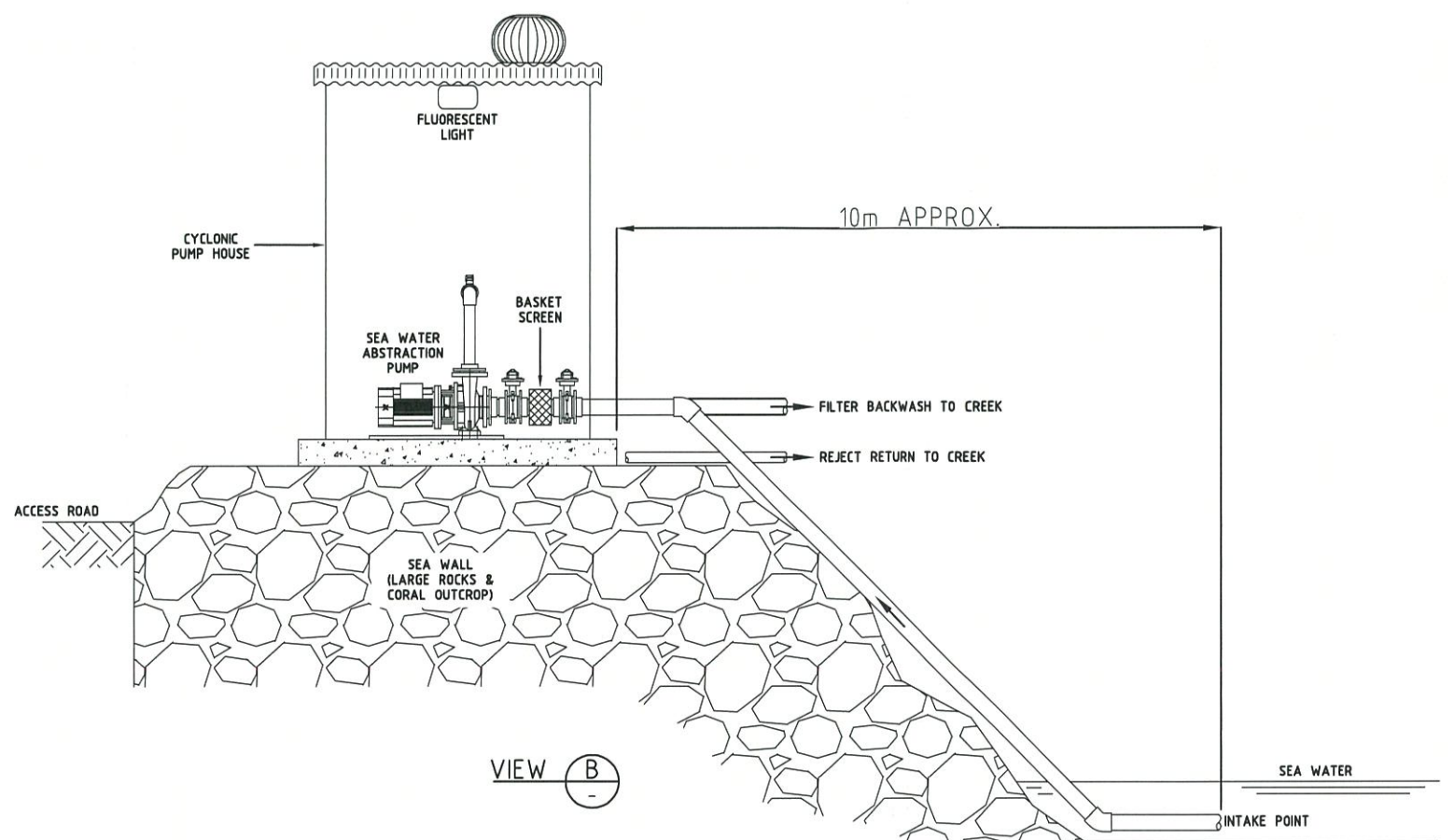


DISCOVERY HOLIDAY PARKS POTABLE WATER AUGMENTATION SCHEME SITE LAYOUT		PROJECT	Q2323	PLAN	Q2323-M-102	ISSUE	C	ORIGINAL SHEET SIZE	A1
SCALE	NTS								

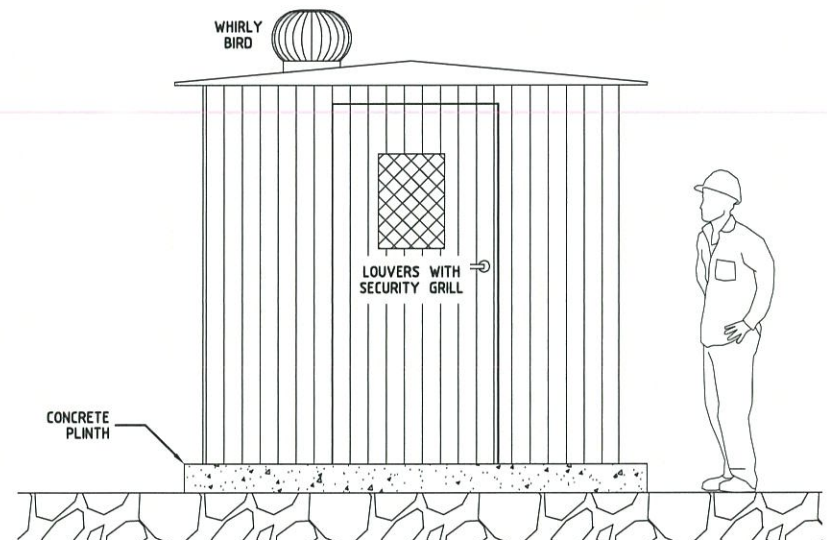
PRELIMINARY
FOR INFORMATION ONLY



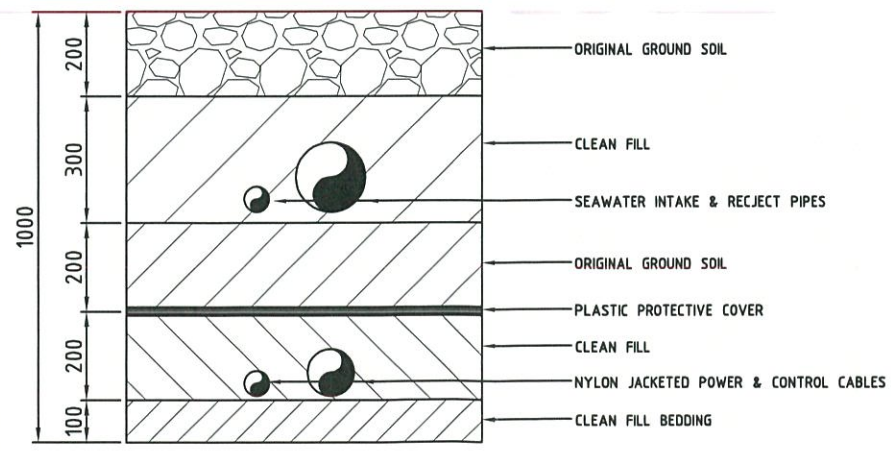
PLAN



VIEW B



VIEW A



TRENCH DETAIL SECTION

ISSUE	DATE	REVISION	DRN	APPD	ISSUE	DATE	REVISION	DRN	APPD	TRISTAR WATER SOLUTIONS PTY LTD 56 PEEL ROAD O'CONNOR WA 6163 TEL: (08) 9331 6133 FAX: (08) 9331 6233 EMAIL: SALES@TRISTARWATER.COM.AU WWW.TRISTARWATER.COM.AU		DISCOVERY PARKS ONSLOW POTABLE WATER AUGMENTATION SCHEME PUMP HOUSE & TRENCH DETAILS PLAN PROJECT Q2323 SCALE 1:20	PLAN Q2323-M-104 ISSUE B	ORIGINAL SHEET SIZE A1
A	08.08.13	ISSUED FOR INFORMATION	JS	GT										
B	14.08.13	GENERAL UPDATE	JS	GT										

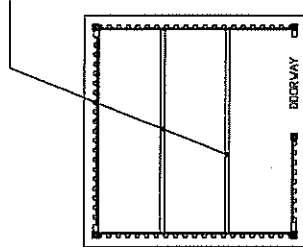




SPECIFICATIONS:

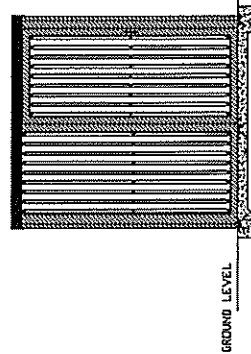
- SHED MUST BE RETAINED TO CONCRETE SLAB AS SHOWN
- CLADDING TO BE RETAINED BY CYCLONE RATED TEKS 14-10-42 WITH WASHERS
- ALL DURAGAL RHS TO HAVE FULLY WELDED JOINTS
- BOLT ON CORNER CLEATS AND PURLIN CLEATS TO BE GALVANISED TO PREVENT INTERNAL CORROSION
- DOOR TO HAVE THREE HINGES
- ROOF/SIDE CLADDING TO BE INSTALLED AS PER MANUFACTURERS SPECIFICATIONS
- **FABRICATION AND ERECTION**
- ALL STEEL WORK TO AS4100
- REPAIR ALL WELDS WITH COLD GALVANISING PAINT
- SEAL ALL OPEN ENDS OF RHS SECTIONS
- ALL STEEL WORK COATINGS TO SUIT EXPOSURE CLASSIFICATION
- ALL SHEETING AND FIXINGS TO BE SUFFICIENT TO RESIST FATIGUE LOADING IN ACCORDANCE WITH AS1170.2 cl 2.5.5.
- ALL WORK INCLUDING WELDING GENERALLY TO BUILDING CODE OF AUSTRALIA AND ALL RELEVANT BUILDING STANDARDS AND CODES
- ALL REFERENCED STANDARDS AND TEXTS TO BE LATEST VERSION AT TIME OF ISSUE
- ALL STEEL TREATMENT TO BE IN ACCORDANCE WITH TABLE 3.4.4.2 OF THE BCA (VOLUME 2) AS A MINIMUM, OR AS PER ARCHITECT'S/BUILDER'S FURTHER SPECIFICATION ALL HOLDING DOWN BOLTS TO BE HOT DIPPED GALVANISED (600g/sqm) UND. EPOXY COAT
- ALL STEELWORK BELOW GROUND LEVEL
- CONCRETE SLAB THICKENED AROUND EDGE

PURLINS 75X50X3 RHS DURAGAL FIX TO FRONT AND REAR PANEL BY TECKING TO BRACKETS BOLTED ONTO REAR/FRONT PANEL (SEE BRACKET DETAIL)

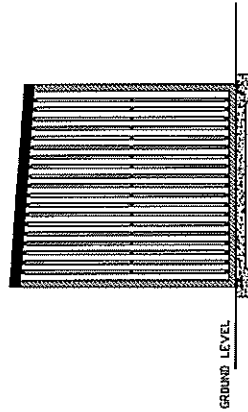


ROOF PLAN

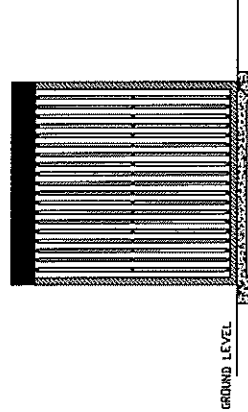
Checked
Approved
16/01/14
11/05/12
Drawn
No
Member



ARCHITECTURAL FRONT VIEW



ARCHITECTURAL SIDE VIEW
(TYPICAL)



ARCHITECTURAL REAR VIEW

APPROVED
 B.E.

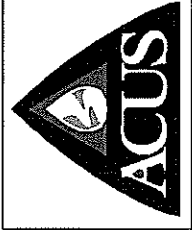
AIDEN PATIOS

MOBILE: 0421 714 636
 ADDRESS: 12 MEAD ST, BYFORD, WA 6122

PROJECT:
 CLIENT:
 ADDRESS:

**CYCLONE GARDEN SHED:
 ARCHITECTURAL VIEWS**

DESIGNED FOR WIND REGION D, TERRAIN CATEGORY 2
 DRAWING NO: CYCSHED3
 REV: 0
 SCALE: N.T.S.



THIRD ST

2.5m x 5.5m
CARPARKING
BAYS

EXISTING
GATES

R.O.W

4.0.24m

EXISTING
LOT 356
989m²

EXISTING
LOT 355
1012m²

AMALGAMATED LOT
2001m²

FREEZER

GENERATOR

ACCESS
AREA

2.5m x 5.5m
CARPARKING
BAYS

FRIDGE

EXIST.
TOILETS

FR/C

A/C

WALKWAY

EXISTING
ONSLOW
SUPERMARKET

PROPOSED
EXTENSION TO
SUPERMARKET

EXISTING
HARDWARE
SHED

40.23m

50.29m

BOUNDARY

BOUNDARY

RAMP UP

VERANDAH

2.5m x 5.5m
CARPARKING
BAYS

FOOTPATH

EXISTING
PLANTER
BOXES

33.18m

NEW
CROSSOVER

KERB

EXISTING
PARKING

SECOND AVE

SHIRE OF ASHBURTON

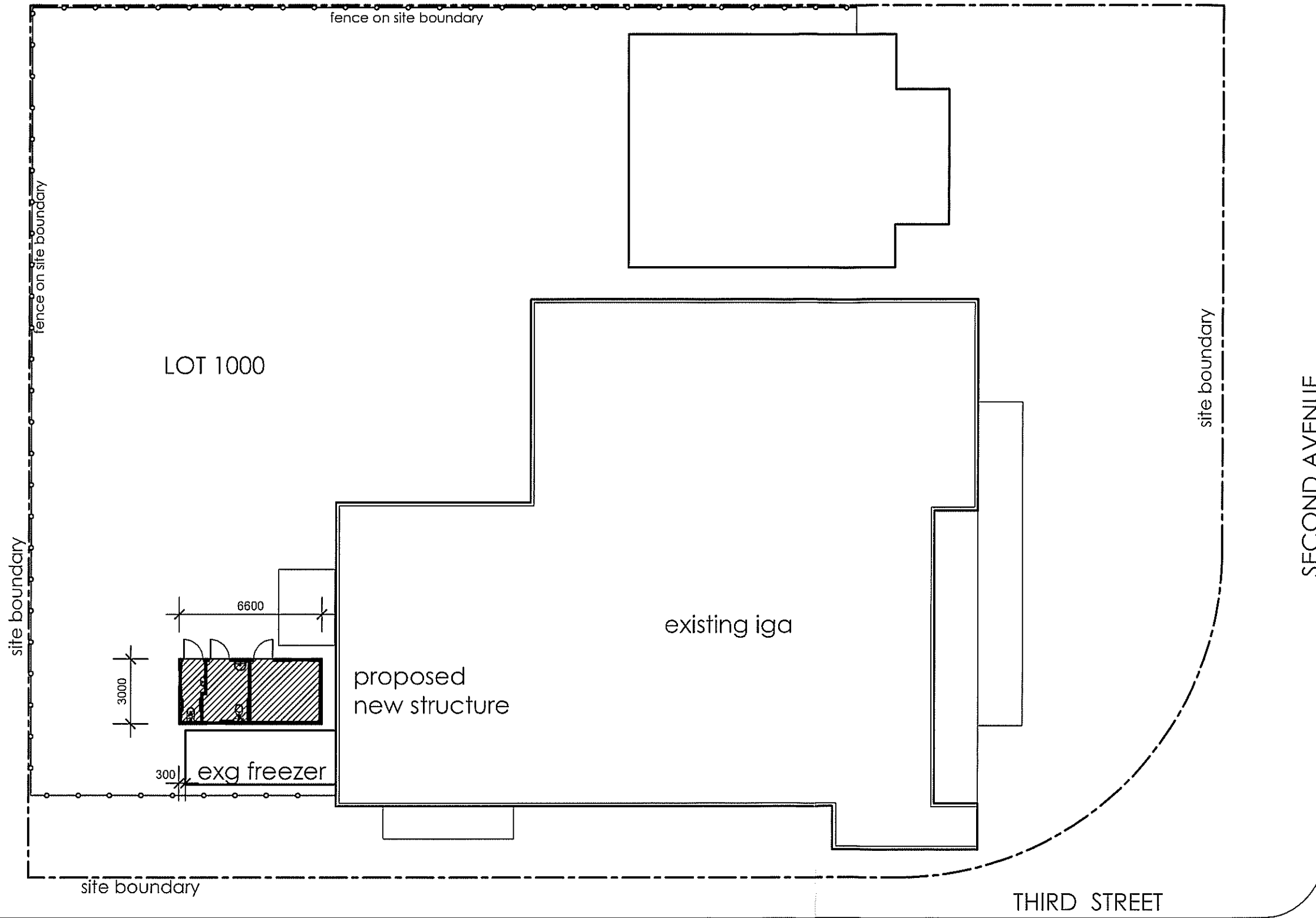
PLANNING
APPROVAL

Schedule 2 Date 23/5/00
Officer Initials SPT

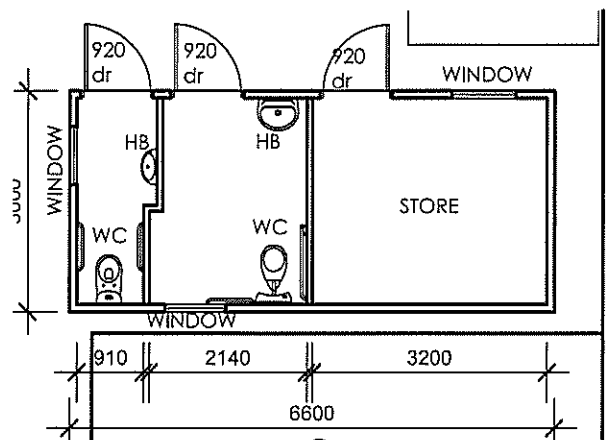
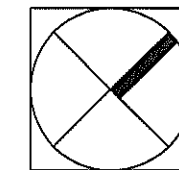
SITE PLAN

1:200

Before any new construction, alteration or shop fabrication is commenced the contractor must check all drawings & dimensions against the intent of the drawing & is to notify the superintendent of any discrepancies or omissions which will prevent or inhibit the satisfactory performance of the work. Details indicated on this document apply solely to this project. Such details must not be used out of this context or for other building work without prior discussion with & approval from the person responsible for the original design.
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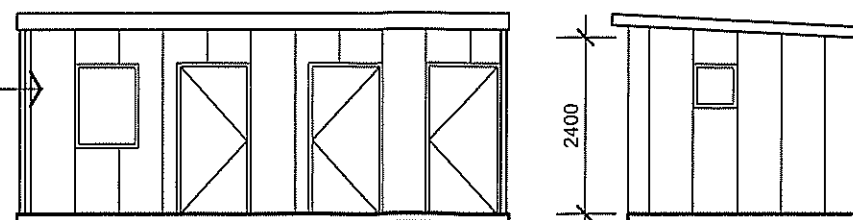


site plan
scale @1:200



floor plan & elevations
scale @1:100

TRANSPORTABLE
PREFAB METAL CLAD UNIT

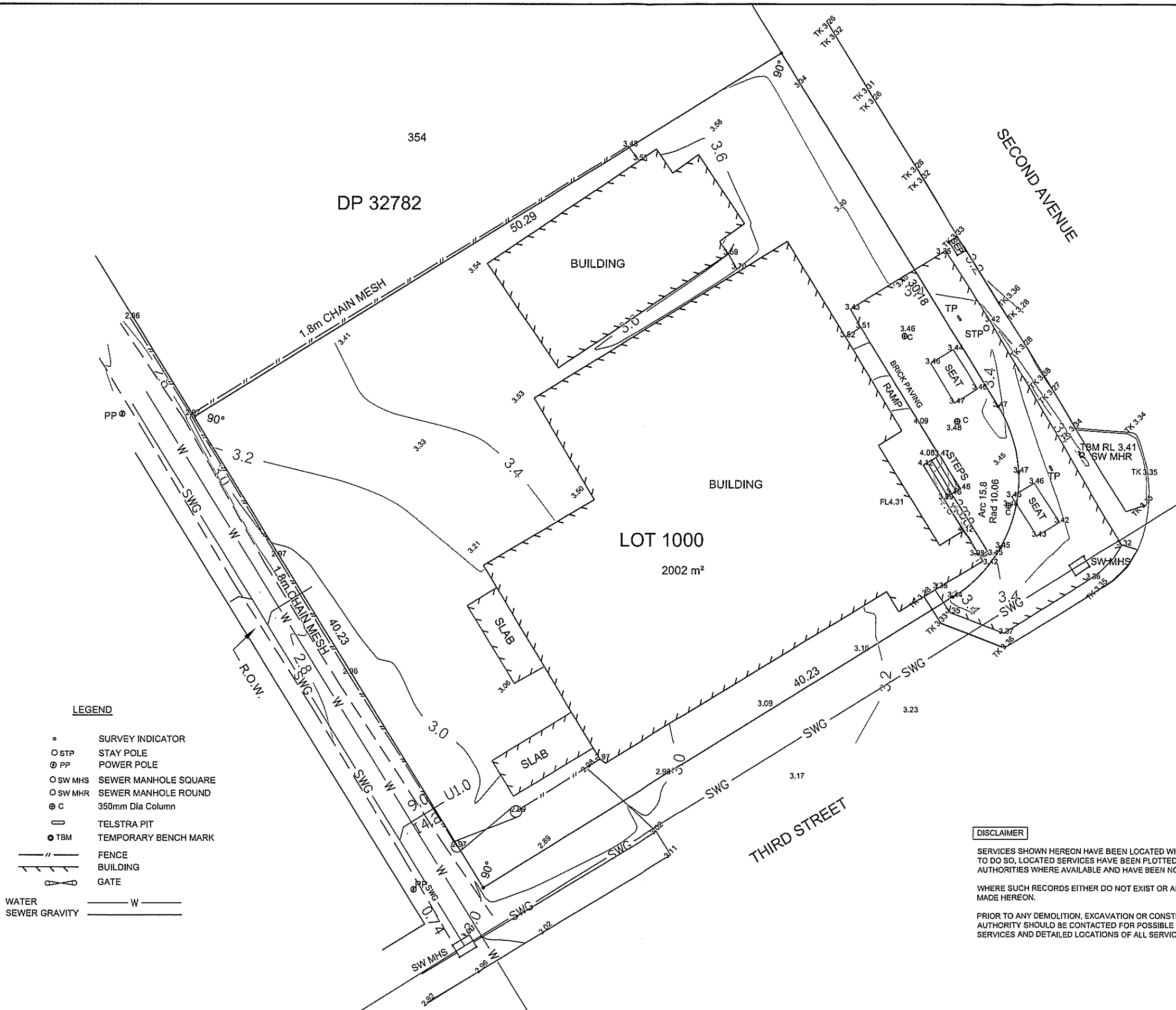


LEIMAC BUILDING
 PO BOX 555 COWARAMUP WA 6284
 08 97555900

preliminary issue for DA 07/10/13

PROJECT
ONSLow IGA
 existing shopping centre
 addition of amenities block

DRAWING site & floor plan & elevations **A.01**



LEGEND

- SURVEY INDICATOR
- STP STAY POLE
- ⊙ PP POWER POLE
- SW MHS SEWER MANHOLE SQUARE
- SW MHR SEWER MANHOLE ROUND
- ⊙ C 350mm Dia Column
- TELSTRA PIT
- TBM TEMPORARY BENCH MARK
- FENCE
- ▨ BUILDING
- ⌢ GATE
- W WATER
- SEWER GRAVITY

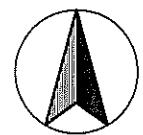
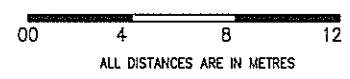
DISCLAIMER

SERVICES SHOWN HEREON HAVE BEEN LOCATED WHERE POSSIBLE BY FIELD SURVEY. IF NOT ABLE TO DO SO, LOCATED SERVICES HAVE BEEN PLOTTED FROM THE RECORDS OF RELEVANT AUTHORITIES WHERE AVAILABLE AND HAVE BEEN NOTED ACCORDINGLY ON THIS PLAN.

WHERE SUCH RECORDS EITHER DO NOT EXIST OR ARE INADEQUATE, ANNOTATION HAS BEEN MADE HEREON.

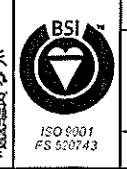
PRIOR TO ANY DEMOLITION, EXCAVATION OR CONSTRUCTION ON THE SITE, THE RELEVANT AUTHORITY SHOULD BE CONTACTED FOR POSSIBLE LOCATION OF FURTHER UNDERGROUND SERVICES AND DETAILED LOCATIONS OF ALL SERVICES.

REV.	DATE	DESCRIPTION	INT.
REVISIONS			



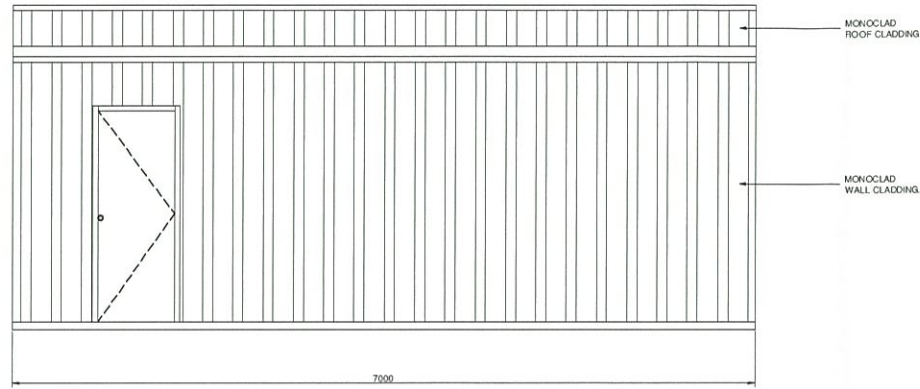
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CHECKED BY:	RW	10/11/10	V DATUM:	AHD
APPROVED BY:	[Signature]	10/11/10	H DATUM:	MGA94
			FIELD Bk:	TAC2

HTD
SURVEYORS & PLANNERS
 HILLE, THOMPSON & DELFOS
 PO Box 820, GERALDTON WA 6531
 PHONE: (08) 9921 3111 FAX: (08) 9921 8072

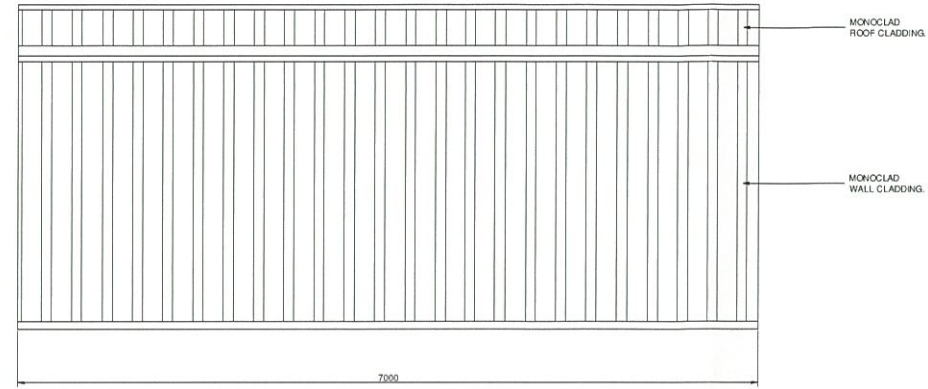


CLIENT:	ONSLow IGA
LOT 1000 ON DP 32782	
DETAIL SURVEY	
SECOND AVE / THIRD STREET, ONSLOW - SHIRE OF ASHBURTON	
SCALE 1: 200	SHEET SIZE A2
Dwg No. 46010DS1-1-0	

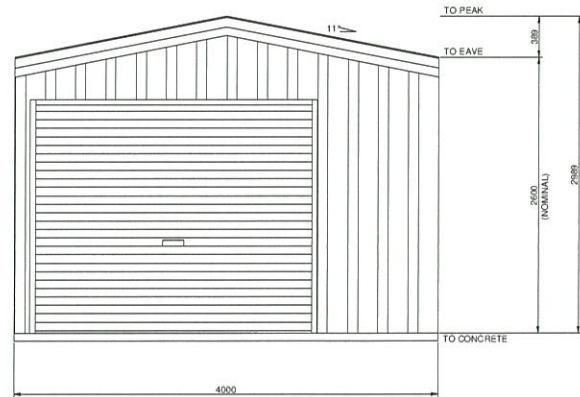
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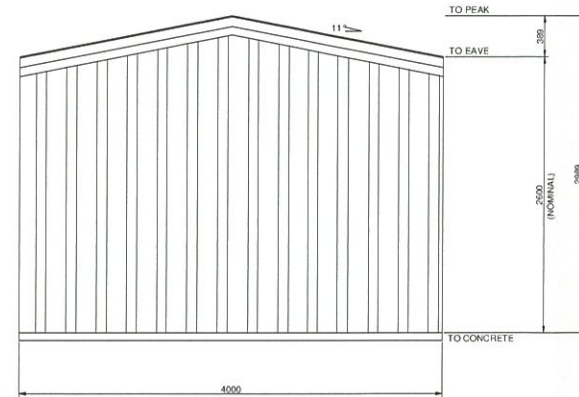
1 SIDEWALL EXTERIOR ELEVATION
SCALE: 1 = 50



2 SIDEWALL EXTERIOR ELEVATION
SCALE: 1 = 50



4 ENDWALL EXTERIOR ELEVATION
SCALE: 1 = 50



3 ENDWALL EXTERIOR ELEVATION
SCALE: 1 = 50

BUILDING COLOURS

WALL	CLASSIC CREAM
ROOF	CLASSIC CREAM
ROLLER DOOR	BUSHLAND
D.A. DOOR	BUSHLAND
DOWNPPIPE	COLORBOND
CORNER FLASHING	COLORBOND
BARGE FLASHING	COLORBOND
OPENING FLASHING	COLORBOND

6 OF 6
SHEET
JOB NO. CHLD28698
DATE 9/8/2013
CHECKED TM
DRAWN FBHS

STEEL BUILDING BY (CONTACT)
AUSSIE SHEDS GROUP
08 9964 6913
FOR **BEN PIGGOTT**
AT 32 FORTESTUE PLACE
PANAWONICA



NORTHERN CONSULTING engineers
Civil & Structural Engineers
50 Punari Street
Curralong, Qld 4812
Fax: 07 4725 5850
Email: design@nceng.com.au
ABN 341 008 173 56

Mr Timothy Roy Messer BE MIEAust RPEQ
Registered Professional Engineer 2558980
Signature *T. Messer*
Date 9/8/13
Registered on the NPER in the areas of practice
of Civil & Structural National Professional
Engineers Register



Wheatstone Project

Planning Application – Broilga Transient Worker Accommodation

1	31-JUL-2013	Issued for Use			RZZX	GWDG	IYUL	
REV	DATE	DESCRIPTION			ORIG	CHK	APPR	
IP Security	<input checked="" type="checkbox"/> Public		Total number of Pages (including Cover sheet):				17	
		Contractor Document No					Contractor Rev.	
COMPANY DOCUMENT CONTROL No.	Project	Area	Discipline	Type	Originator	Package	Sequence-Sht	Revision
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1.0 PLANNING APPLICATION

This application for planning approval is submitted by Chevron Australia Pty Ltd (Chevron) to change the use of Macedon Transient Worker Accommodation (TWA) from a BHPB Macedon construction and commissioning / maintenance workforce accommodation only to enable use by the Chevron Wheatstone construction and commissioning/maintenance workers. This application comprises a signed Application Form, location plan, site plan and application fee of \$295 being for a change of use. For ease of reference and to avoid any future confusion, it is proposed to rename the Macedon TWA, to the "Brolga TWA".

1.1 Purpose

The purpose of this application is to seek the Shire Council's new planning approval of the Brolga TWA for use mainly by the Wheatstone and Macedon Project's workforce and to have a temporary planning approval issued until the Wheatstone Project 2nd LNG Train has been commissioned. The Brolga TWA has been approved, developed and occupied to support development of the Macedon Gas Plant.

1.2 Related Planning Approval

The minutes of the Ordinary Council Meeting 21 July 2010 record that the application for planning approval of Macedon TWA (comprising 380 rooms, associated facilities and services), was approved by the Shire of Ashburton Council. The application was considered by Council pending the issue of Environmental Approval by the Minister for Environment. The Planning Approval was issued subject to several conditions, one of those conditions being the following:

24ii the transient workforce accommodation shall be used only for the accommodation of construction staff. Maintenance staff will also be permitted but only for a 3 week period (after 12 months operation) when the plant is closed down for maintenance activity. The transient workforce accommodation will be a temporary camp facility and remain in-situ for a total period 4 years or other as agreed by the chief Executive Officer. All operational staff shall reside in Onslow.

The TWA has been developed and used by the BHPB construction workforce to construct the Macedon Gas plant.

Approval Condition 24ii for the Macedon TWA limits the period of time for which the development is permitted, but it remains valid until July 2014.

The Shire of Ashburton may vary the approval; however advice received from the Shire's Principal Planner is that as the use of the TWA will no longer be exclusively linked to construction of the Macedon Gas Plant, therefore a new approval (change of use) is required to allow other workers to also use the TWA.

1.3 Location and Legal Description

The Brolga TWA is situated west of the Eastern Multi User Access Infrastructure Corridor (MUAIC) and to the south of the proposed future Scarborough LNG plant site (Refer to **Figure 1**). The TWA and the Macedon Gas Plant are both located on Lot 500 approximately 1000m apart. Approximately 2km north of the TWA the Wheatstone LNG plant is being

constructed with major bulk earthworks, services and roads. Onslow Salt's crystallizer ponds are located to the east with 'Old Onslow' and the Ashburton River located to the west.

1.4 Land Tenure

The whole of Lot 500 is currently the subject of a lease between LandCorp and BHPB Petroleum. Chevron will make commercial arrangements with Landcorp for a new lease for the Brolga TWA site that is currently covered by the BHPB lease and the BHPB lease will be terminated.

1.5 Existing land use

The Brolga TWA has been constructed generally per the Council planning approval. The TWA consists of accommodation for 380 personnel, supporting facilities (kitchen, dining, medical, recreation use), services (water desalination plant, waste water treatment plant and power generation) pedestrian networks, road access and parking (Refer to **Figure 2**).

1.6 Compliance with Town Planning Scheme No 7

The Brolga TWA site is currently zoned "Rural" in the Shire Ashburton Town Planning Scheme No 7 (TPS7). The Zoning Table of TPS7 lists Transient Worker Accommodation as a "D" use in the 'Rural' zone. When the TWA was approved in 2010 it was advertised for public comment as part of the Planning Application for the Macedon Gas Plant.

The subject land forms part of TPS 7 Amendment No 17 to rezone the Macedon site (including the TWA), to "Strategic Industry". Amendment 17 was adopted by the Shire of Ashburton for final approval, 13th February 2013 and then referred to the Western Australian Planning Commission (WAPC) for approval of the Hon. Minister for Planning.

Until such time as the rezoning of the land to "Strategic Industry" is finalized, the TWA is compliant with the Scheme zoning. When the zoning is amended however, TWA is then a 'X' use (not permitted). It is however, considered a 'non-conforming use' in that the use of the land for TWA has been approved. Its acceptability in planning terms is valid.

1.7 Compliance with ANSIA Industrial Development Plan

1.7.1 Ashburton North Strategic Industrial Area Industrial Development Plan

The land comprising the Brolga TWA is included in the Ashburton North Strategic Industrial Area (ANSIA) Industrial Development Plan (IDP). The ANSIA IDP was adopted at the Ordinary Council Meeting of 13th January 2013. The Shire has referred the Development Plan to the WAPC for endorsement, though minor modifications may be made. Although not yet endorsed, the IDP has reached an advanced stage of the approval process.

Condition 3 of the IDP prescribes a range of information to accompany Development Applications – Strategic Industry zone including:

- Clearance under S.38 of the Environmental Protection (EP) Act;
- Workforce Management Plan;
- Management arrangements of the TWA site;
- Fire Management Plan;
- Emergency Management Plan;

- Dust Management Plan,
- Mosquito Management Plan;
- Social Impact Statement; and
- Detailed road layout and traffic design.

The Brolga TWA is a relatively minor, existing development and has a current approval where the following requirements have been fulfilled:

- The Section 38 clearance under the EP Act for the Macedon Gas Plant was issued prior to the planning approval of the TWA;
- The approved Wheatstone Workforce Management Plan has recently been updated and was referred to the Shire of Ashburton in late March 2013 for comments, before being finalised;
- The Fire Management Plan and Dust Management Plan for the Macedon project were conditions of the planning approval and were prepared and submitted to the Shire;
- A Social Impact Statement was included in the supporting documentation for the Macedon Project Planning Application; and
- The detailed road layout traffic design for the TWA has been prepared, constructed and will be retained in its current form.

Condition 3 also prescribes that clearance from key agencies shall accompany any development application within the Strategic Industry zone.

These clearances would have related to the Macedon Gas Plant, as well as the TWA. In relation to this application the key agencies are Department of State Development, Landcorp and Department of Mines and Petroleum. Comments from these agencies are being sought and will be provided to the Shire to support the application. LandCorp has signed the application form, providing written confirmation of the proposed change of use.

Town Planning Scheme Amendment 17 specifically excludes the land to the north of the TWA (for the proposed future Scarborough LNG project), from the “Strategic Industry” zone per the ANSIA IDP. As this land will remain zoned “Rural” it is likely to remain undeveloped for some time. Land located to south east of the TWA is shown as ‘Non-Development Area’ in the ANSIA Development Plan. Condition 5 of the IDP states:

The Shire shall not approve any development or support any subdivision identified on the Development Plan as ‘Non Development’.

There is little likelihood of land immediately to the north and south of the Brolga TWA being required, or developed for strategic industrial use in coming years.

2.0 PROPOSED DEVELOPMENT

2.1 Project Details

Chevron has negotiated with BHPB Petroleum to acquire the Brolga TWA assets. The TWA will remain in its current location for the duration of the Wheatstone LNG Project construction, until such time as the Wheatstone Project second LNG train has been commissioned. The facility would also be used by BHPB workers for regular maintenance and shut down periods for the Macedon gas plant during this period.

This application does not seek to modify, or extend the current number of accommodation rooms, facilities or level of services provided in the Brolga TWA (Refer to **Figure 2**). The number of beds for the Brolga TWA will remain as approved by the Shire Council in 2010 and as constructed.

It is planned that the “change of use” of the TWA is to be approved for use by Chevron Wheatstone Project and BHP Billiton Macedon Project as Macedon nears completion and Wheatstone requirements for accommodation increases. It should be noted that the beds provided by the Brolga TWA are in addition to, and do not reduce the planned number of beds in the Wheatstone Construction Village (total of 4864). The additional beds will help to relieve some of the pressure for workforce accommodation for the Wheatstone Project.

2.2 Road Access and Vehicle Parking

The current road access and parking arrangements for the Brolga TWA will be maintained as developed with approximately 100 car bays and bus bays available on the site. A strategic, emergency egress will be provided from the Brolga TWA east to PR2B. This will provide an alternate escape route in the event of an incident at the Macedon Gas Plant and become the main entrance to the Brolga TWA in the future. These works will be covered by a separate planning application.

2.3 Essential Services

All essential services, water plant, waste water treatment plant and power station will continue to operate as currently developed. The only minor modification to be made is for the effluent spray field to be modified to remove a small section that encroaches onto the Macedon Gas Plant lease.

2.4 Risk

A Risk Contour Plan (**Appendix A**) has been prepared by BHPB showing the Risk Contour once the Macedon Plant is operational and producing gas.

2.5 Social Impact Statement

A Social Impact Statement (SIS) has been prepared for the Brolga TWA and is included as **Appendix B**.

2.6 Site Decommissioning Plan

A Decommissioning Plan for the Brolga TWA site is likely to be a condition of planning approval. In anticipation of this requirement, a report has been prepared for the Brolga TWA

outlining the plan for decommissioning and rehabilitation of the TWA on expiry of the planning approval. The Decommissioning plan is included as **Appendix C**.

3.0 CONCLUSION

The Macedon TWA has been approved by the Shire Council and the Planning Approval is valid for another 12 months. The TWA site is included in the "Rural" zone of TPS7. The land has generally been developed and occupied for the purpose of constructing the Macedon Gas Plant.

This application is for a change of use for the TWA, to also permit Chevron's Wheatstone Project workforce to utilise the accommodation. The change of use is consistent with the established statutory planning framework.

It will have significant positive benefits in maintaining the construction programme for Wheatstone project, while reducing pressure on accommodation within the Onslow community.

Chevron requests that the Ashburton Shire Council issue planning approval for the Brolga (previously Macedon) TWA for use mainly by Chevron and BHPB construction and maintenance/commissioning workers until the Wheatstone Project second LNG train has been commissioned.

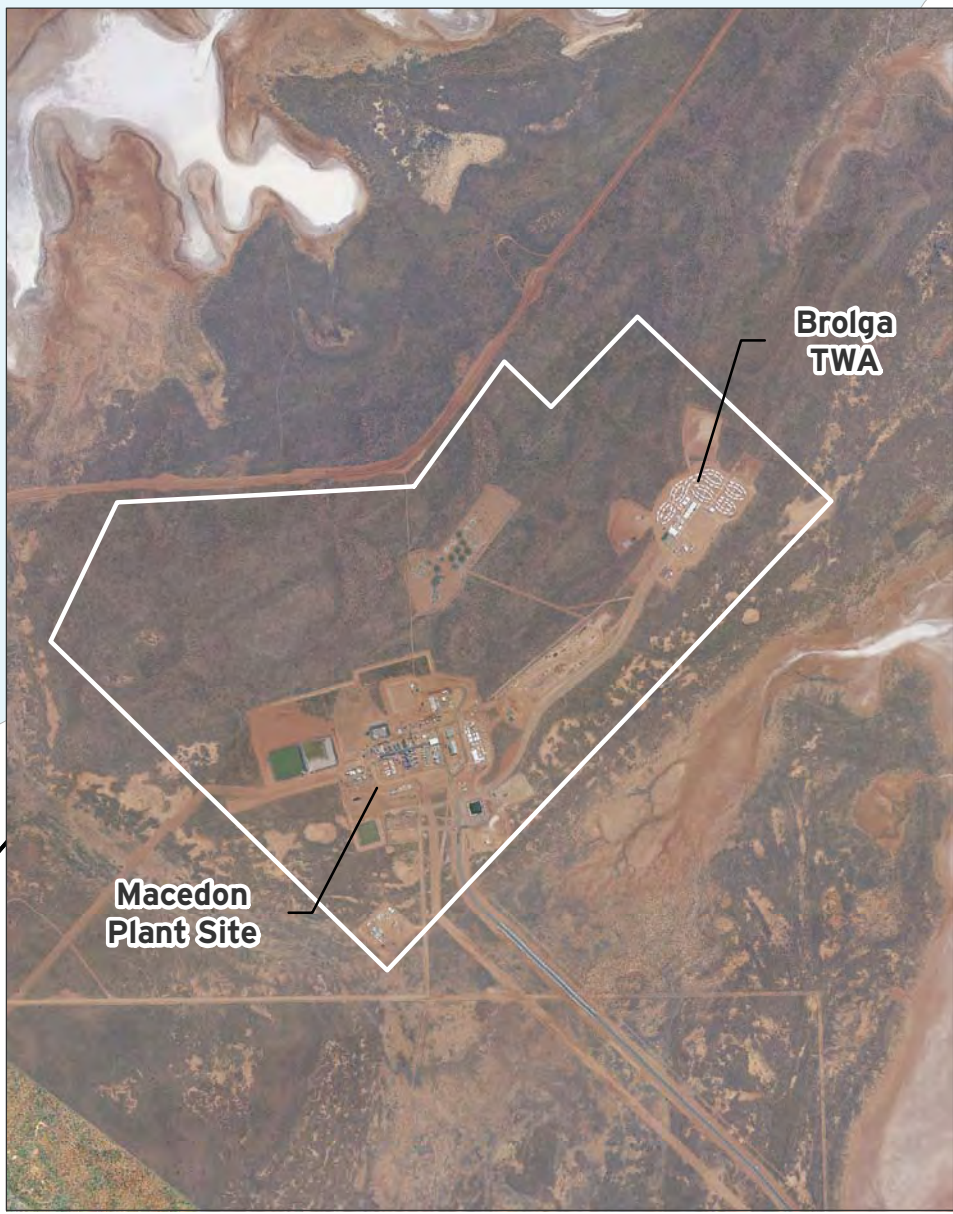
FIGURE 1: LOCATION PLAN

BROLGA TWA - LOCATION PLAN

275000 280000 285000 290000 295000 300000

COMPANY CONFIDENTIAL

Coordinate System: GDA 1994 MGA Zone 50
 Ref: WSC_208A_Rev2 Date: 18 Jul 2013 CAI: MZRB



275000 280000 285000 290000 295000 300000 305000

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FIGURE 2: SITE PLAN

BROLGA (MACEDON) TRANSIENT WORKER ACCOMMODATION SITE PLAN



291800 292000 292200 292400

COMPANY CONFIDENTIAL

Coordinate System: GDA 1994 MGA Zone 50
 Ref: WSC_206A_Rev2 Date: 31 Jul 2013 CAI: NGMQ



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LEGEND
 Cadastre (April 2012)

Aerial Photography: Fugro, December 2012

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291800 292000 292200 292400

APPENDIX 1: RISK CONTOUR PLAN

QRA – 1:1 million Risk Contour



Name, Position, Department, Day Month Year

Slide 4

APPENDIX 2: SOCIAL IMPACT STATEMENT

INTRODUCTION

The following Social Impact Statement (SIS) has been prepared in response to requirements set out in the Shire of Ashburton Local Planning Policy 20; with the intent to improve the flow of information to the community and relevant Project stakeholders.

Successful implementation of the SIS process recognizes that social, environmental and economic impacts are closely linked. It is an opportunity for a proponent to identify and demonstrate local community values have been taken into account and to generally outline the potential costs and benefits of a proposal.

BACKGROUND TO BROLGA TRANSIENT WORKER ACCOMMODATION

Chevron Australia Pty Ltd (Chevron) as operator of the Wheatstone LNG Project has commenced construction of a multi-train Liquefied Natural Gas (LNG) and domestic gas project within the Ashburton North Strategic Industrial area (ANSIA) to process natural gas from various offshore fields in the Carnarvon Basin.

The Wheatstone Project has received environmental approval and planning approval to process up to 25 Mtpa of LNG. It will contain initially comprise two LNG trains with potential for expansion to five, or six trains. It also contains a DomGas facility to supply gas to the Western Australian market. The project will have an operational life of at least 40 – 50 years. The majority of construction workforce (5,500 people) is to be accommodated in the ANSIA at the Wheatstone Construction Village. It will however take some time to complete all the transient worker accommodation and support services which may impact on implementing the wide range of construction works necessary for the LNG plant.

Use of the existing Broilga TWA for a small part of the Wheatstone LNG project construction workforce is an efficient and timely use of existing facilities and resources. It will relieve some of the pressure in Onslow for accommodation and services, and is conveniently located a short travel distance from the Wheatstone facility. Furthermore, it allows BHP Billiton Petroleum to recoup some of its capital expenditure, but also by having the camp occupied, ensures its regular maintenance, upkeep and functioning of the essential services.

The key elements of the existing Broilga TWA are:

- The ability to accommodate an additional 380 construction personnel;
- Kitchen, dining, recreation, medical and training facilities;
- Water, sewerage and electricity plants;
- Finite life for the TWA;
- Cyclone rated

LOCATION AND SITE DETAILS

The land that is the subject of the planning application is Lot 500. The Broilga TWA is situated west of the Eastern Multi User Access Infrastructure Corridor (MUAIC) and to the south of the proposed future Scarborough LNG plant site.

The Macedon Gas Plant is also located on Lot 500, south west of the TWA, and separated by a distance of approximately 1km. (Refer **Figure 1** of the Planning Application).

Figure 1 of the Planning Application depicts the location of the Brolga TWA in the context of the ANSIA, Macedon Gas plant and the Wheatstone LNG project. The site is approximately 1.0 km northwest of the Macedon Gas Plant site and approximately 1.5 km south of the Wheatstone LNG plant site.

DESCRIPTION OF EXISTING DEVELOPMENT

The layout of the Brolga TWA comprises:

- Accommodation for 380 occupants;
- Dining, kitchen facilities and related necessary services to support 380 occupants;
- Recreation facilities for occupants (indoor rec. centre, basketball court, tennis court);
- Parking for approximately 100 cars and busses; and
- Pedestrian pathways for movement throughout the TWA.

PREVIOUS SOCIAL IMPACT STATEMENT

Macedon Gas Plant Social Impact Statement

A SIS was prepared for the Macedon Gas Plant and TWA as part of the original planning application submitted to the Shire Council. It outlined the potential impacts and proposed management measures during both construction and operations.

Few of the impacts identified relate specifically to the TWA; however it noted that the construction workforce would be housed at a purpose built fully self-contained construction camp. Furthermore it stated that ongoing public access to Old Onslow, the Ashburton River and the coastline north of the Plant site would not be impeded by the Macedon Gas Plant. The SIS noted a requirement for an annual maintenance shut down as well as major shutdowns that could require 80 – 100 people for two weeks.

Wheatstone Project Social Impact Statement

The Wheatstone SIS was prepared to support the Wheatstone Development Plan issued in March 2012. That SIS comprehensively documented the following:

- Community consultation undertaken
 - Community perceptions of potential issues and impacts
- Construction stage of development
 - Estimated construction timeline
 - Potential economic impacts
 - Potential social impacts, including impacts on quality of life and places of heritage significance
 - Potential ecological impacts
 - Additional infrastructure and services required.
- Operational impacts

- Potential economic impacts
- Potential impacts on quality of life of residents and tourists, including impacts on traffic, public amenity, places of heritage significance and sense of community
- Potential ecological impacts
- Potential community services/infrastructure impacts
- Additional infrastructure and services required.

CHEVRON ENVIRONMENTAL AND SOCIAL COMMITMENT AND RESPONSIBILITY

It is Chevron's policy to protect the safety and health of people and the environment and to conduct its operations reliably and efficiently. The systemic management of safety, health, environment, reliability and efficiency to achieve world class performance is defined as Operational Excellence (OE). Chevron's commitment to OE is embodied in the Chevron Way value "Protecting People and the Environment", which places the highest priority on health and safety, and the protection of assets and the environment, balanced against capital stewardship.

Chevron has developed a range of environmental management measures and controls collectively termed the Environmental Management Program (Program). The Program is designed to facilitate the implementation of Chevron's Strategic Australasia Business Unit OEMS and ABU Policy 530 – Operational Excellence, and to meet legal requirements.

CURRENT COMMITMENTS TO SOCIAL IMPACT MANAGEMENT

The broader social impacts and management strategies associated with the overall Wheatstone Project have already been comprehensively documented. These are incorporated in the State Development Agreement (SDA) signed by Chevron and the State on 8th September 2011 as the appropriate mechanism to provide financial contributions to various Social Infrastructure projects for the town of Onslow.

POTENTIAL ECONOMIC AND SOCIAL IMPACTS – CONSTRUCTION PHASE (Wheatstone)

The Brolga TWA is already established and caters for the accommodation needs of 380 construction personnel. It will continue to be operated and maintained over the coming years. There will be some requirement by BHPB for the continued operation and maintenance of the TWA in this location. The anticipated economic impacts of the TWA are considered to be minimal in these circumstances.

It is expected the majority of the Macedon construction workforce will soon vacate the TWA and should this planning application be approved, they will be replaced by similar numbers of the Chevron Wheatstone construction workforce.

Chevron is currently accommodating approximately 350 workers outside of the Wheatstone Construction Village at the Ashburton Resort, Discovery Park, three bootel vessels, plus a number of rented houses and units. A number of these workers could be re-located to the Brolga TWA resulting in accommodation vacancies in town for other projects, contractors, visitors and tourists.

It is expected there will be several positive social and economic impacts associated with the retention of the Brolga TWA, on Onslow, these include:

Potential Economic Impacts

- Continuation of the existing TWA in its current location, rather than establishing it elsewhere will not generate need for additional, associated traffic movements, land clearing, filling, site works, re-establishment of services, roads, parking and drainage;
- A range of local services may still be required to support the TWA, such as plumbers, electricians, refrigeration mechanics and cleaners that could be supplied by local businesses;
- Purchases of miscellaneous goods, personal needs items, fuel, hardware and other supplies from local shops.

Potential Social Impacts

- Potential for similar numbers of construction workers passing through, or visiting town (ie BHPB workers depart, but replaced by similar number of Chevron workers);
- Reduced demand on temporary accommodation in town enabling vacancies for tourists;
- Less vehicle traffic passing through town (If other town accommodation not required, then less vehicle traffic travelling to worksite and return daily);
- Reduced risk of motor vehicle accidents as a result of reduced travel distance between Brolga TWA and Wheatstone plant site. Construction workers will mostly travel by bus to their workplace, so there is little impact on external road network;
- There is sufficient on-site parking available to cater for the needs of the occupants;
- Workers will be transported by bus from the airport to the TWA and then back when their rotation is completed, so there is reduced opportunity for extended interaction with local residents;
- It may be possible for the Brolga TWA occupants to make use of the facilities being constructed at the Wheatstone construction Village, rather than travel to Onslow;
- Freeing up accommodation for other imminent construction projects in the town associated with the SDA, land development, for tourist and other visitors' use.

POTENTIAL ECONOMIC AND SOCIAL IMPACTS – OPERATION PHASE

The Brolga TWA is anticipated to be decommissioned at the expiry of the temporary approval period, in accordance with an approved Decommissioning Plan. Therefore, it is expected there will be minimal social impacts arising from the TWA during the Wheatstone LNG operation phase.

Future Use of the Land

Removal of the Brolga TWA eventually will permit its future use for Strategic Industrial Development.

CONCLUSION

The key points of this SIS are as follows:

1. The Brolga TWA has been approved, established and operated for the past three years by BHPB. Previous SIS's have been prepared for the TWA and for the Wheatstone Project. This SIS provides detail of the potential social and economic impacts for the use of the TWA by the Chevron construction workforce;

2. This SIS focuses only on the Brolga TWA and those aspects not previously considered;
3. The social impacts of the continued use of the TWA for the Wheatstone Project construction phase are considered minimal and will be managed through Workforce Management Plans; and
4. The economic impacts of the continued operation of the TWA are considered to provide positive benefits in terms of ongoing opportunities for local businesses and employment. It is also anticipated to reduce the use of accommodation within the town of Onslow by some of Chevron's construction workforce.

APPENDIX 3: DE-COMMISSIONING PLAN



Wheatstone Project

Brolga Transient Worker Accommodation – Decommissioning Plan

1	31-Jul-2013	Issued for Use			CXOS	RZZX	IYUL	
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REV	DATE	DESCRIPTION			ORIG	CHK	APPR	
IP Security	<input checked="" type="checkbox"/> Public		Total number of Pages (including Cover sheet):			9		
For Contractor Documents	Contract No		Contractor Document No				Contractor Rev.	
COMPANY DOCUMENT CONTROL No.	Project	Area	Discipline	Type	Originator	Package	Sequence-Sht	Revision
	WS0	0000	RGL	PLN	CVX	000	00004-000	1

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ABBREVIATIONS

Abbreviation	Definition
ANSIA	Ashburton North Strategic Industrial Area
EPA	Environmental Protection Authority
LNG	Liquefied Natural Gas
MUAIC	Multi-User Access and Infrastructure Corridor
OE	Operational Excellence
OEMS	Operational Excellence Management System
SFU	Specified For Use
TPS7	Town Planning Scheme No. 7
TWA	Transient Workers Accommodation

1.0 INTRODUCTION

This Decommissioning Plan (the Plan) is submitted to support a change in use Planning Application for the Macedon Transient Worker Accommodation (TWA) to also be used by Chevron construction workers. The accommodation is to be known as the Brolga TWA.

The purposes of the Plan are:

- Outline the decommissioning activities for the Brolga TWA which will conform to all applicable legislated requirements.
- Remove all buildings and/or infrastructure from the lease area unless otherwise agreed with the landowner.
- Leave the lease in a condition that is suitable for its future zoning of 'strategic industry'.

1.1 Key Facilities

The Brolga TWA is situated west of the Eastern Multi-User Access and Infrastructure Corridor (MUAIC) and to the south of the proposed Scarborough LNG plant site. The Brolga TWA occupies approximately 4.5 hectares of land that is leased from LandCorp and comprises of:

- Accommodation units
- Communal and recreational facilities
- Parking area
- Helicopter landing point
- Services / utilities
- Laydown areas

The Brolga TWA and lease area map is provided in **Appendix A**.

1.2 Timing

Chevron has requested planning approval (change of use) for the Brolga TWA until the Wheatstone Project 2nd LNG Train has been commissioned. The TWA will remain in its current location for the duration of this period and then decommissioned in accordance with this Plan.

1.3 Land Use / Zoning

The Brolga TWA lease is currently zoned "Rural" in the Shire of Ashburton Town Planning Scheme 7 (TPS7). The site is located within the Ashburton North Strategic Industrial Area (ANSIA) and is identified by the Local Government as future "Strategic Industry" zoning.

2.0 DECOMMISSIONING OBLIGATIONS

Decommissioning plans for facilities will be guided by relevant government regulations, commercial obligations under the lease and Chevron policies.

2.1 Chevron OEMS – ABU Policy 530

It is the Policy of Chevron Corporation to protect the safety and health of people and the environment, and to conduct operations reliably and efficiently. The systematic management of safety, health, environment, reliability and efficiency to achieve world-class performance is defined as Operational Excellence (OE).

Chevron Corporation's commitment to OE is embodied in the Chevron Way value "Protecting People and the Environment", which places the highest priority on health and safety, and the protection of assets and the environment.

In 2008, Chevron Corporation received attestation from Lloyd's Register Quality Assurance that the OE management system (OEMS) meets all requirements of the International Standard Organisation's 14001 environmental management system standard and the Occupational Health and Safety Assessment Series management specification 18001, and the OEMS is implemented throughout the corporation.

2.2 Shire of Ashburton Town Planning Scheme No. 7 (TPS7)

The Brolga TWA Decommissioning Plan will comply with the following Clauses under the TPS7.

Clause 6.9.3 states that planning applications for temporary structures to provide transient workforce accommodation shall, to Local Government's satisfaction, be accompanied by information and plans indicating how and when the development will be removed and the site rehabilitated or developed for a different use intended for the site.

In addition, Local Government may require, by signed agreement, a commitment to the date and details of rehabilitation and conversion the subject of subclause 6.9.3. (Clause 6.9.4)

2.3 Obligations under Lease Agreement

Chevron is negotiating a lease with LandCorp for the land to support the Brolga TWA. The lease will require Chevron to remove from the land all structures and facilities after its expiration date and ensure that all post contamination on and below surface of the land is remediated to the extent required for the property to be suitable for industrial purposes. Some facilities may be left *in situ* if agreed by the landowner.

3.0 FACILITIES DECOMMISSIONING

Decommissioning and removal of TWA facilities will be undertaken once the Wheatstone Project 2nd LNG Train has been commissioned and in accordance with any conditions of the planning approval.

Prior to the decommissioning of the facility, Chevron will advise LandCorp of its intent to remove all facilities / services etc. from the lease area. Should LandCorp request some items to remain *in situ* this will be further assessed at that time.

Unless left in situ the following site decommissioning procedure will be implemented. All recoverable materials (such as copper, optic fibre etc.) will be sold or recycled, where possible. Transportable facilities (such as accommodation units, storage tanks etc.) will be sold or reused, where possible.

3.1 Transportable Buildings

- In preparation for transportable buildings removal, all power and communications cables will be disconnected and removed. Redundant conduits will be removed from the ground.
- All building tie downs, fixtures and fittings will be disconnected and removed.
- Multi-level buildings will be deconstructed by unbolting each floor individually and braced for transport.
- Metal verandas will be deconstructed and scrap metal will be disposed at one of the Licensed Chevron Specified For Use waste facilities (Chevron SFU).
- Buildings will be removed and transported away from the lease area. Buildings may be sold off to 3rd party or reused for another project in the ANSIA.
- Concrete tie downs or pre-cast foundations will be removed, and transported away from the site to a Chevron SFU waste facility.
- Footpaths around the buildings will be broken out and trucked to a Chevron SFU waste facility.
- All hazardous materials, including wastes, chemicals, and waste hydrocarbons will be removed from site and transported to a Chevron SFU waste facility.

3.2 Facilities

- Cricket pitch and basketball courts will have fencing and lighting removed.
- Concrete ground slabs will be broken up and disposed at a Chevron SFU waste facility.
- Gazebo structures will be dismantled and either disposed of at a Chevron SFU waste facility or sold.
- Concrete ground slabs will be broken up and removed to a Chevron SFU waste facility.

3.3 Services / Utilities

Utilities/infrastructure such as generator / fuel storage, power supply, water storage and waste water treatment facilities will be removed on final closure.

3.4 Power Supply

- All power and communications cables will be disconnected at terminations and removed from the ground.
- Generator sets and associated fuel tank will be drained of fuel, cleaned and reused or sold.
- Main power switch board will be removed.
- Trenches, excavations will be backfilled suitable for future industrial use.

3.5 Potable Water Supply

- Potable Water supply lines will be excavated and removed from the ground.
- Storage tanks will be drained, liners from water tank structures will be removed, and the structures will be demolished, or dismantled and removed.
- Trenches, excavations will be backfilled suitable for future industrial use.

3.6 Waste Management / Sewerage

- Holding tanks of waste treatment facility on site will be emptied.
- Liners from water containment structures will be removed.
- Tanks will be sealed and transported off site.
- Spray field equipment will be removed.
- All non-putrescible solid wastes will be disposed of at a Chevron SFU waste facility.
- Toxic and hazardous substances will be exported off-site for disposal at a Chevron SFU waste facility.
- Wastes that are not reused or recycled will be disposed of at a Chevron SFU waste facility.
- Contaminated soil and groundwater, if found, will be investigated and remediated as appropriate.
- Trenches, excavations will be backfilled suitable for future industrial use.

3.7 Roads

- Access road to the site within the lease area will be closed if considered of no further value.
- Road will be left as constructed for future industrial use.

3.8 Earthworks

- Trenches, excavations will be backfilled suitable for future industrial use.
- All rubbish and debris will be removed from the land, the land will be left in a clean, tidy state.
- Any post-use contamination above and below surface will be remediated to the extent required for industrial purposes and as required under the provisions of the *Contaminated Sites Act 2003*.

4.0 SUMMARY AND CONCLUSIONS

It is considered that this Decommissioning Plan for the Brolga TWA provides sufficient detail to support the 'change of use' planning approval and to leave the area in a condition suitable for its future use as 'strategic industry'.

Prior to the decommissioning of the facility, Chevron will advise LandCorp of its intent to remove facilities / services from the lease area as per this plan. Should LandCorp request some items to remain *in situ* this will be further assessed at that time.

APPENDIX A

BROLGA (MACEDON) TRANSIENT WORKER ACCOMMODATION SITE PLAN



291800 292000 292200 292400

COMPANY CONFIDENTIAL

Coordinate System: GDA 1994 MGA Zone 50
 Ref: WSC_206A_Rev2 Date: 31 Jul 2013 CAI: NGMQ



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ASHBUL 00153
 L 3114 765

LEGEND

Cadastre (April 2012)

Aerial Photography: Fugro, December 2012

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291800 292000 292200 292400

Memo

TO: Janyce Smith, Executive Officer to the CEO
FROM: Rob Paull, Shire's Principal Town Planner
FILE NO: RD.OG.2.7; 20130270 (P)
DATE: 11 September 2013
SUBJECT: **ITEM 14.6 PLANNING APPLICATION - CHANGE THE USE OF MACEDON TRANSIENT WORKFORCE ACCOMMODATION CAMP (COMPRISING 380 ROOMS, ASSOCIATED FACILITIES AND SERVICES) TO ENABLE SOLE OCCUPATION BY THE CHEVRON WHEATSTONE CONSTRUCTION AND COMMISSIONING/MAINTENANCE WORKERS AT LOT 500 ONSLOW ROAD, ASHBURTON NORTH**

Hello Janyce.

As discussed, would you please make the attached correspondence from Chevron dated 6 September 2013, Email exchange from BHPB and Chevron dated 11 September 2013 and Qualitative Risk Assessment (QRA) report prepared by BHPB associated with the Macedon Domestic Gas Plant available to all Councillors and Shire Executive Staff.

By way of information, the Shire Administration had sought a copy of the QRA that had been referred to in Chevron's Planning Application for the 'Brolga Camp'. Initially, both Chevron and BHPB declined to publically make available the QRA and would only make it available on a confidential basis to the Shire Administration and Councillors (but not 'Council').

The Shire sought an explanation as to why the QRA should be confidential but no response was provided. However at 12.06pm on Wednesday 11 September (well after the Agenda had closed) Chevron provided the QRA which it allowed to be made publically available.

Hence there was no opportunity to actually provide the QRA document as an attachment to the Report. Councillors will note that the Report still refers to the QRA Report being 'confidential'.

Accordingly, the QRA is now provided to Councillors and it can be discussed in open Council.

It will be suggested at the briefing session by Shire Administration that Council may wish to resolve to include the QRA as part of the Minutes.

Regards



Rob Paull

Enc: 1. Email exchange from BHPB and Chevron dated 11 September 2013
2. Correspondence from Chevron dated 6 September 2013
3. Qualitative Risk Assessment (QRA) report prepared by BHPB associated with the Macedon Domestic Gas Plant

Rob Paull

From: Yull, Ian <IYull@chevron.com>
Sent: Wednesday, 11 September 2013 12:06 PM
To: Rob Paull
Cc: Susan Babao
Subject: FW: QRA Document
Attachments: Macedon QRA report BHPB.PDF

Importance: High

Hi Rob

Please find an email from BHP advising that the QRA document can be made publically available if required.

I have attached a version with the confidentiality stamp removed.

Any questions please call me.

Cheers Ian

Ian Yull

Team Lead Government Approvals
Technical Services
Wheatstone Project

Chevron Australia Pty Ltd

W: 9485 5656
M: 0419 728 185
E: iyull@chevron.com

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From: Mustica, Angelo A [<mailto:Angelo.Mustica@bhpbilliton.com>]
Sent: 11 September 2013 11:58 AM
To: Davis, Peter (PeterDavis)
Cc: Yull, Ian; Jeffcote, Steve
Subject: QRA Document
Importance: High

Hi Peter,

Whilst we do not understand the rationale for making this document publically available we will, on this occasion, allow the document to be made publically available if required.

Please advise the Shire of Ashburton of our position.

Kind Regards,



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Wheatstone Project

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6 September 2013

Mr. Frank Ludovico
Acting Chief Executive Officer
Shire of Ashburton
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Dear Frank

Application for Change of Use (Brolga) – BHPB Quantitative Risk Assessment for Macedon Development

Thank you for considering the Change of use application for the Brolga transient workforce accommodation at the 18 September Council meeting. Through discussions with the Rob Paull (Shire Planner) and email correspondence dated 5 September the Shire has requested a copy of the Quantitative Risk Assessment (QRA) prepared by BHPB for the Macedon Development.

BHPB originally provided this QRA to Chevron in order that we could satisfy ourselves that the Brolga Camp provides safe accommodation for Wheatstone workers. BHPB have advised that the QRA report can be provided to the Shire administration and Councillors, under confidentiality, for their assessment and consideration of this agenda item.

Under no circumstances is the report to be made available, in any form, to the general public.

Please find attached a copy of the QRA report, provided under confidentiality to support the Officers assessment and preparation of advice to the Councillors for this planning application. Should individual Councillors also wish to review the QRA report to support their decision making, then this is also supported by BHPB, but Chevron requests that the Councillors each be made aware of the confidential nature of this document.

Should you have any further questions in relation to the Brolga planning application or the QRA report please contact the undersigned.

Yours sincerely

Ian Yull
Team Lead
Wheatstone Government Approvals

Encl: BHPB Document PMA-VG1-SR-REP-0007 Quantitative Risk Assessment

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Contractor shall ensure that documents have been fully checked and approved prior to submittal to Company.		Drawn/ Originator	KT	Checked	MAB	Reviewed	PB	Approved	
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Macedon Development

Quantitative Risk Assessment

Document No: PMA-VG1-SR-REP-0007

Revision: 2

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ABBREVIATIONS

AFFF	Aqueous Film-Forming-Foam
ALARP	As Low As Reasonable Practicable
BHPB	BHP Billiton Petroleum Pty Ltd
CFR	Code of Federal Regulations (U.S)
DBNGP	Dampier to Bunbury Natural Gas Pipeline
EPA	Environmental Protection Agency
ESD	Emergency Shutdown
FAR	Fatal Accident Rates
FEA	Fire and Explosion Assessment
FSA	Formal Safety Assessment
FEED	Front End Engineering & Design
GJV	Griffin Joint Venture
HAZID	Hazard Identification
IRPA	Individual Risk per Annum
LSIR	Location Specific Individual Risk
MAE	Major Accident Event
MAH	Major Accident Hazards
NFHA	Non-Flammable Hazard Analysis
OSC	Operations Safety Case
PLL	Potential Loss of Life
QRA	Quantitative Risk Assessment
SCE	Safety Critical Element
NTSB	National Transportation Safety Board

1. INTRODUCTION

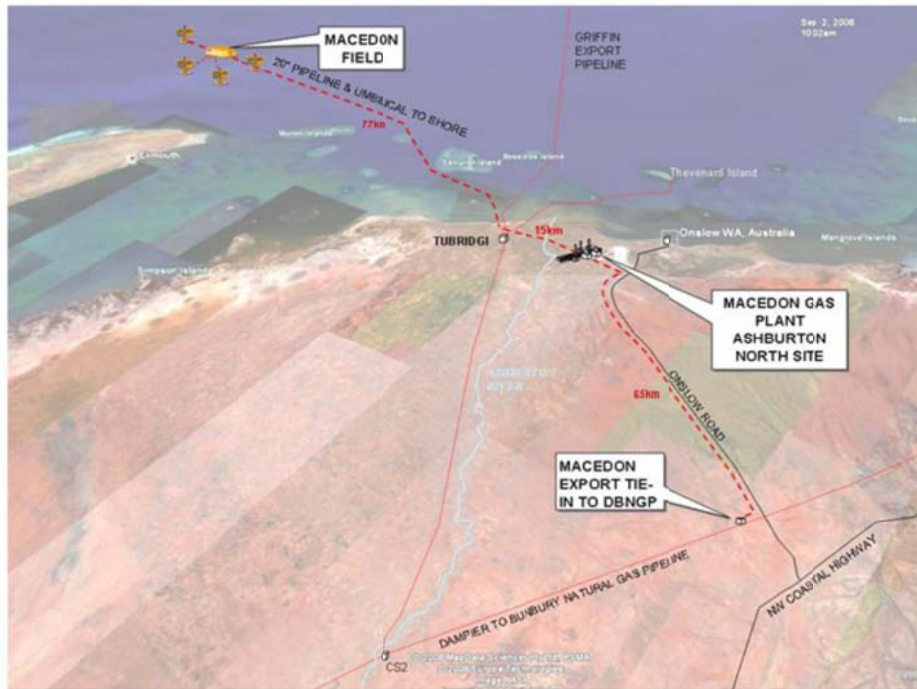
1.1. Background

BHP Billiton (BHPB) is developing the Macedon gas field located in offshore production license WA-42-L which is situated in the Northern Carnarvon Basin, approximately 100 km west of Onslow and 40km north of Exmouth, Western Australia. The development shown Figure 1-1 comprises:

- Subsea facilities including four wells, subsea trees, connectors, flowlines and a manifold to feed the produced gas to the wet gas pipeline;
- A 20-inch x 92km wet gas pipeline, including a 77km subsea portion, for the transport of gas from the field to a mainland shore crossing adjacent to the existing Griffin Joint Venture (GJV) pipeline shore crossing west of the Ashburton River on Urala Station;
- Subsea electro-hydraulic umbilical from the onshore gas plant from onshore gas plant to the field to control the subsea wells;
- Onshore gas plant including mercury removal, gas dehydration, hydrocarbon dewpoint control, gas compression, condensate stabilization and loading facilities for the export by road of small amounts of produced condensate (between 250 and 3,200 litres/day) and produced water treatment;
- A 20-inch x 65km sales gas export pipeline from the gas plant to a tie-in on the Dampier to Bunbury Natural Gas Pipeline (DBNGP);
- Addition of wet gas compression facilities at the gas plant around year 4 of operation to compensate for a decline in reservoir pressure.

The anticipated lifecycle of the field is 20 years.

Figure 1-1: Macedon Development



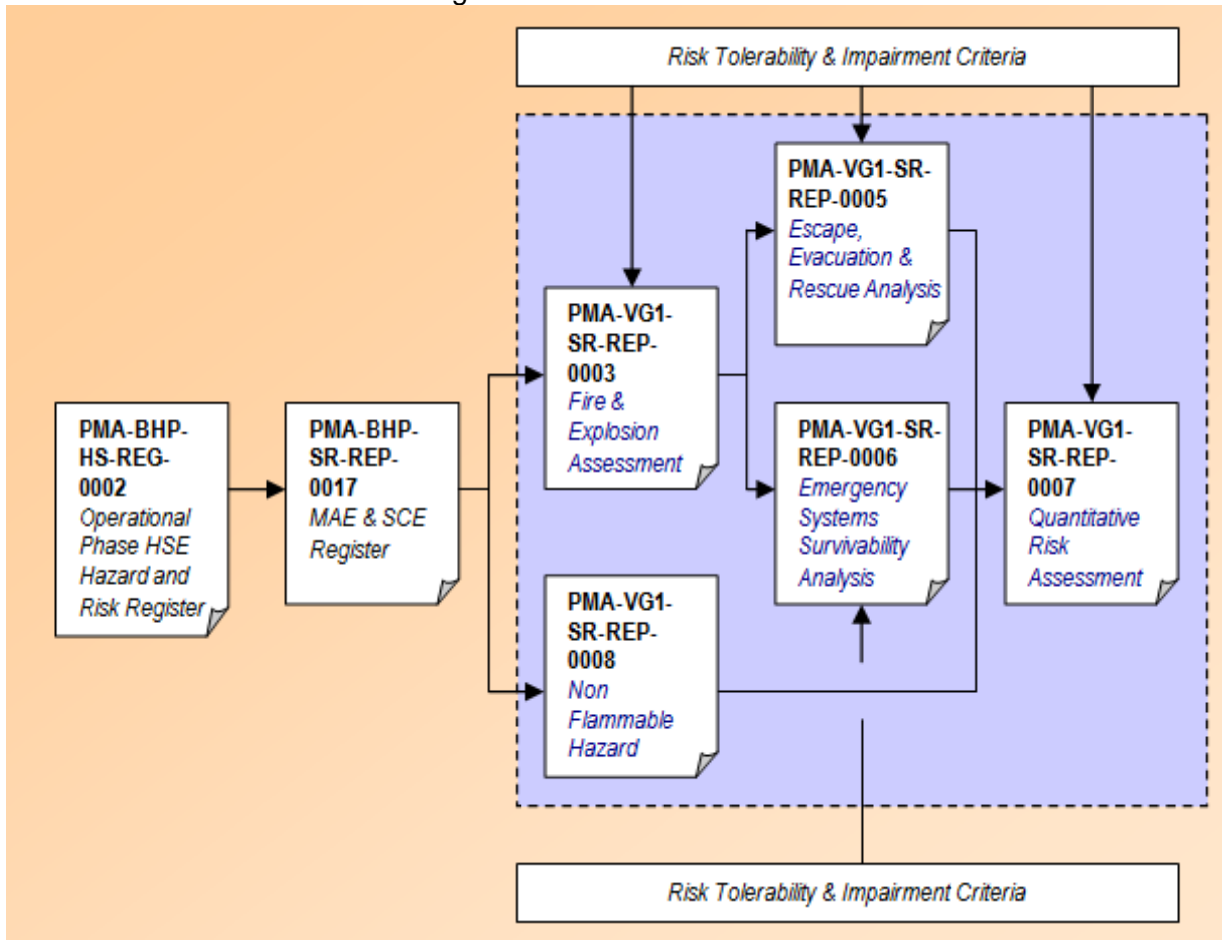
The Operations Safety Case (OSC) demonstrates that all major accident hazards (MAH) are identified and that critical controls to manage residual risks from the MAHs are documented [1].

MAEs are identified in the Macedon Operational Phase Hazard and Risk Register [2].

The major accident events (MAE) that could result from the MAH are defined in the Major Accident Events and Safety Critical Elements Register [3]. The MAEs form the scope and basis of the Formal Safety Assessment (FSA) and part of the OSC.

This Quantitative Risk Assessment (QRA) is the component of the FSA that assesses the hazards associated with fire and explosion events. The overall FSA process is illustrated in Figure 1-2.

Figure 1-2: Macedon FSA Process



1.2. Objective

The objectives of this study are to determine the risk:

- At the facility boundary and along the pipeline route; and
- To personnel working at the site.

Risk is to be determined in terms of:

- Location specific risk contours;
- Individual risk per annum (IRPA);
- Potential loss of life (PLL); and
- Pipeline risk transects.

1.3. Study Scope

The scope of this study covers:

- Onshore portion of the 20-inch wet gas pipeline to the gas processing facility;
- The gas processing facility;
- 20-inch onshore gas export pipeline to the DBNGP tie-in;
- Tie-in and metering station at the DBNGP tie-in; and
- Two operating cases including:
 - Current Case: Wet gas pipeline pressure of 49 barg; and
 - Future Case: Wet gas pipeline pressure of 19 barg with additional wet gas compression facilities.

2. METHODOLOGY

The study methodology comprises the following main steps:

1. Definition of QRA major accident events;
2. Identification of inputs and key assumptions;
3. Definition of risk tolerability criteria;
4. Analysis of risk for each MAE; and
5. Assessment of risk results against tolerability criteria.

2.1. Major Accident Events

The events assessed in this QRA have been identified and developed from the Hazard and Risk Register [2], MAE and SCE Register [3] and the FEA [4].

Details of the MAEs from the MAE and SCE Register [3] that are subject to QRA are summarized in Table 2-1.

Hydrocarbon and non-hydrocarbon scenarios for each MAE are listed in Section 4. Further details of MAE scenario development are given in the FEA Report [4].

Table 2-1: Macedon Major Accident Events

Hazard Category	Hazard Number	Hazard	Major Accident Description			License Area	Prevention, Mitigation & Recovery Measures
			Hazard Source	Exposure	MAE		
Process Hydrocarbons	3.1.1	Methane	Primary constituent (>90 vol%) of Macedon feed and product gas	Loss of containment resulting from cold temperature failure, corrosion (internal and external), high temperature, impact damage, improper operation (valve left open to atmosphere), incorrect hydrate management - mobilization of ice plug, mechanical failure, overpressure, pigging operation, sabotage	Explosion, flash fire, jet fire	Gas Field Commonwealth Pipeline WA State Pipeline Onshore Pipeline Gas Plant Sales Gas Pipeline	Integrity of Primary and Secondary containment systems. Emergency response procedures. Fire and gas detection. Fire suppression system. Firewater system. Forced ventilation of equipment enclosure. Hazardous area classification and rated equipment. Medical facilities and evacuation. Plant layout and separation distance

Hazard Category	Hazard Number	Hazard	Major Accident Description			License Area	Prevention, Mitigation & Recovery Measures
			Hazard Source	Exposure	MAE		
Process Hydrocarbons	3.1.2	Condensate	Hydrocarbon liquids condensed from gases and collected in condensate stabilizer / storage	Leak during transfer process to truck. Static Electricity. Impact damage. Overpressure. Mechanical failure. Underpressure (vacuum on tank). Overfill tank or truck	Pool fire	Gas Plant	Integrity of Primary and Secondary containment systems. Emergency response procedures. Fire and gas detection. Foam system (AFFF). Medical facilities and evacuation. Plant layout and separation distance. PPE
Refined Hydrocarbons	-	Methanol	Hydrate inhibitor / suppressor	Loss of containment resulting from corrosion, overpressure, impact damage, mechanical failure, underpressure (vacuum on tank), overfilling of storage tank	Pool fire, jet fire	Gas Plant. Onshore Wet Gas Pipeline License. Offshore Wet Gas Pipeline License.	Integrity of Primary and Secondary containment systems. Emergency response procedures. Fire and gas detection. Firewater system. Foam system

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Hazard Category	Hazard Number	Hazard	Major Accident Description			License Area	Prevention, Mitigation & Recovery Measures
			Hazard Source	Exposure	MAE		
							(AFFF). Medical facilities and evacuation. Plant layout and separation distance.
Refined Hydrocarbons	3.1.2 & 3.1.3	Hot Oil	Commercial fluid (TexaTherm) used as heat source for process equipment	Loss of containment resulting from mechanical failure, overpressure, high temperature, or underpressure (vacuum on vessel)	Pool fire	Gas Plant	Integrity of Primary and Secondary containment systems. Emergency response procedures. Fire and gas detection. Firewater system. Medical facilities and evacuation. Plant layout and separation distance
Dynamic Situation Hazards	4.1.1 & 4.1.2	Road Transportation	Routine transportation inside and outside site	Vehicle accident (striking another vehicle, stationary object, or person)	Vehicle accident	All license areas	Fatal Risk Control requirements (vehicles driver competency and training and journey management)

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Hazard Category	Hazard Number	Hazard	Major Accident Description			License Area	Prevention, Mitigation & Recovery Measures
			Hazard Source	Exposure	MAE		
							Obedience to traffic laws and defensive driving techniques. Medical facilities and evacuation. Emergency response procedures.
Environmental Hazards	4.1.3	Cyclone	Natural phenomenon (cyclone Nicholas struck Exmouth in Feb 2008)	Failure or inability to heed evacuation order	Flooding, structural damage	Gas Plant	Cyclone preparedness measure. Medical facilities and evacuation. Emergency response procedures.
Environmental Hazards	-	Earthquake	Natural phenomenon (seismic activity in site vicinity is moderate)	Natural phenomenon with no warning	Structural damage	Gas Plant	
Electricity	-	Lightning Discharge	Natural phenomenon	Accidental contact	Electrocution	Gas Plant	

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Hazard Category	Hazard Number	Hazard	Major Accident Description			License Area	Prevention, Mitigation & Recovery Measures
			Hazard Source	Exposure	MAE		
Asphyxiates	4.3.1	Oxygen Deficient Atmosphere	Vessel / confined space entry	Inadequate venting and testing prior to manned entry/tank inspection	Asphyxiation	Gas Plant	
Dynamic Situation Hazards	4.1.4	Aircraft Transportation	Routine transportation from Perth: to Onslow via commercial flight.	Aircraft accident	Aircraft crash	(N/A)	
Refined Hydrocarbons	3.1.2	Liquefied Petroleum Gas	3 x 210kg LPG cylinders stored at site; periodic visits by LPG tanker.	Loss of containment, leak during transfer from tanker.	Explosion, flash fire, jet fire, BLEVE	Gas Plant	

2.2. Inputs and Key Assumptions

Inputs and key assumptions for the QRA are taken from the following documents:

- Technical Assumptions Study Register [5];
- Fire and Explosion Analysis [4];
- Non-flammable Hazards Analysis [7].

Section 1.13 and Attachment 3 summarize the manning distribution assumed for the calculation of on-site risks from hydrocarbon MAEs.

2.3. Risk Tolerability Criteria

Risk tolerability criteria are defined in the Macedon Project Risk Tolerability and Impairment Criteria document [8] in terms of:

- Individual Risk per Annum (IRPA) to Macedon workers – is the probability of fatality for an individual during a one-year period taking account of their occupancy;
- Location Specific Individual Risk (LSIR) to members of the public – is the probability of fatality for an individual, hypothetically positioned at a specific location 24 hours per day, 365 days per year.

The risk tolerability criteria are based on BHPB Petroleum Corporate Criteria (Petroleum Safety Case Procedure), and the WA EPA Land Use Planning Guideline.

The total IRPA, for each worker group, is the sum of IRPA from all MAEs. The worker group with the highest IRPA is assessed against the risk tolerability criteria defined in Table 2-2.

The Macedon Project has set a target maximum IRPA of $5E-04$ for on-site workers.

Table 2-2: BHPB IRPA Criteria – Onsite Workers

Risk Region	IRPA Most Exposed Person per year	Treatment of Risk
Intolerable Risk	>1E-03	A level of risk that requires significant and urgent actions to reduce its magnitude. If this risk level cannot be reduced to a level that is tolerable, the project objectives and operating philosophy must be fundamentally reviewed by management.
Intermediate (ALARP)	1E-05 < IRPA < 1E-03	Efforts must be made to reduce risk further, and as far as can be achieved without the expenditure of a cost that is grossly disproportionate to the benefit gained (i.e. to ALARP).
Broadly Tolerable	< 1E-05	A level of risk that does not require action to reduce its magnitude further, but which must be monitored and managed by the facility management system.

LSIR tolerability criteria for members of the public located offsite are given in Table 2-3.

Table 2-3: BHPB LSIR Criteria – Offsite

Risk Region	LSIR Offsite at Facility Boundary per year	Treatment of Risk
Intolerable Risk	>1E-04	A level of risk that requires significant and urgent action to reduce its magnitude. If this risk level cannot be reduced to a level that is tolerable, the project objectives and operating philosophy must be fundamentally reviewed by management.
Intermediate (ALARP)	1E-06 < LSIR < 1E-04	Efforts must be made to reduce risk further, and as far as can be achieved without the expenditure of a cost that is grossly disproportionate to the benefit gained (i.e. to ALARP).
Broadly Tolerable	< 1E-06	A level of risk that does not require action to reduce its magnitude further, but which must be monitored and managed by the facility management system.

WA EPA LSIR tolerability criteria for members of the public located offsite are given in Table 2-4.

Table 2-4: WA EPA LSIR Criteria – Offsite

Land Use	Tolerable Fatality Risk
(a) A risk level in residential areas of one in a million per year or less, is so small as to be acceptable to the EPA	<1.0E-06 per year
(b) A risk level in "sensitive developments", such as hospitals, schools, child care facilities and aged care housing developments, of one half in a million per year or less is so small as to be acceptable to the EPA In the case of risk generators within the grounds of the "sensitive development" necessary for the amenity of the residents, the risk level can exceed the risk level of one half in a million per year up to a maximum of one in a million per year, for areas that are intermittently occupied, such as garden areas and car parks	<5.0E-07 per year <1.0E-06 per year
(c) Risk levels from industrial facilities should not exceed a target of fifty in a million per year at the site boundary for each individual industry, and the cumulative risk level imposed upon an industry should not exceed a target of one hundred in a million per year	<5.0E-05 per year
(d) A risk level for any non-industrial activity or active open spaces located in buffer areas between industrial facilities and residential areas of ten in a million per year or less, is so small as to be acceptable to the EPA	<1.0E-05 per year
(e) A risk level for commercial developments, including offices, retail centers, showrooms, restaurants and entertainment centers, located in buffer areas between industrial facilities and residential areas, of five in a million per year or less, is so small as to be acceptable to the EPA	<5.0E-06 per year

2.4. Risk Analysis

2.4.1. Hydrocarbon Risk

Risks from the hydrocarbon MAEs contained in Table 2-1 are computed using PHAST Risk software in a QRA model specifically developed for the Macedon Project. The generic event trees from PHAST Risk are shown in Figure 2-1.

Location specific individual risk (LSIR) contours, which are calculated in PHAST RISK, are used to assess risk to the public and plant personnel. The LSIR contours from the PHAST Risk model are displayed by superimposing them onto the area map.

For remote sections of the pipelines and tie-ins, cross-sections of the risk contours are presented in terms of pipeline risk transects.

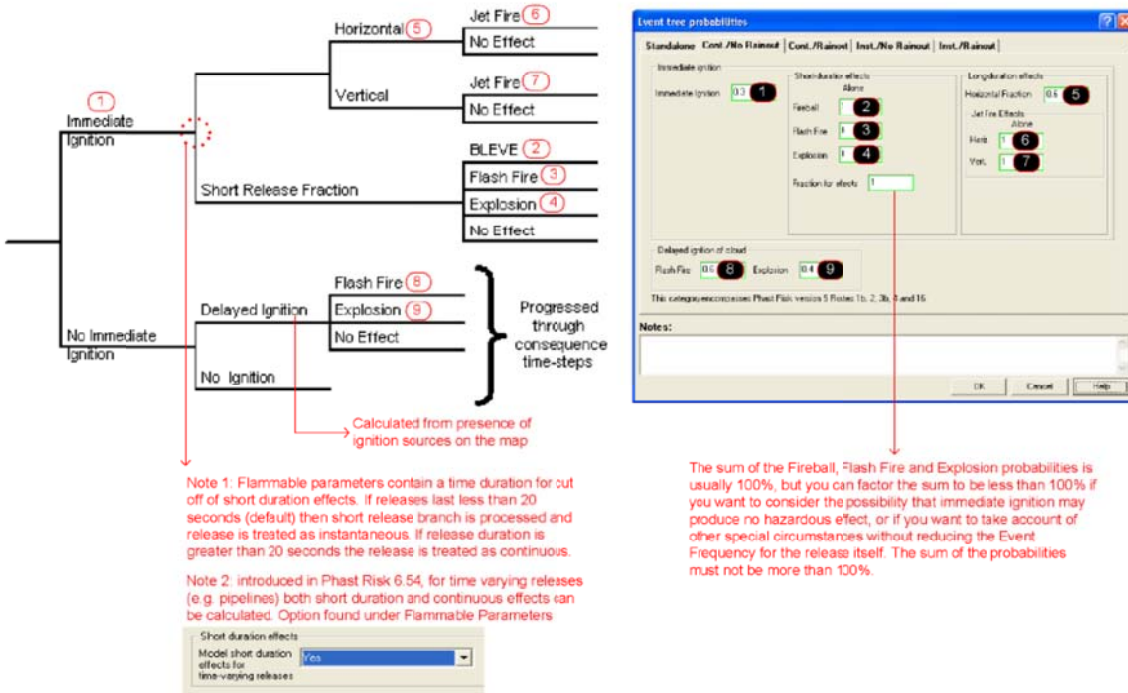
A plant-specific manning distribution was developed, and combined with the LSIRs, to calculate IRPA and PLL risks to plant personnel based on individual exposure. Further detail on manning levels and distributions is given in Attachment 3 and Section 1.13.

Results from the analysis of risks from hydrocarbon MAEs are summarized in Section 5.

Figure 2-1: Generic Event Trees

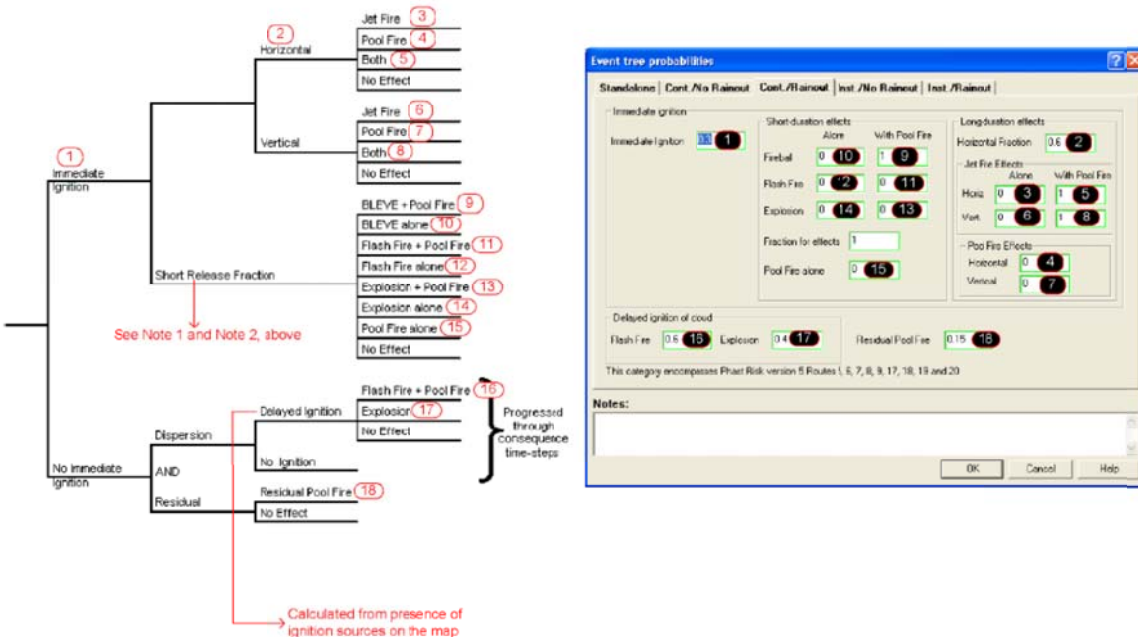
Continuous No Rainout

The circled numbers show how the branches of the event tree (left) relate to the fields in the event tree window (right).



Continuous Rainout

The circled numbers show how the branches of the event tree (left) relate to the fields in the event tree window (right).



2.4.2. Non-Hydrocarbon Risk

Risks (PLL and IRPA) from non-hydrocarbon events are analysed for plant personnel using the fatal accident rates calculated in the Non-Flammable Hazard Analysis [9].

Exposure is based on the manning distributions and work rotations defined in Attachment 3. Results from the non-hydrocarbon risk analysis are summarized in Section 6.

2.5. Assessment

Results from the risk analysis, contained in Section 5 and Section 6, are assessed against the risk tolerability criteria given in Section 1.6.

3. FACILITY DESCRIPTION

3.1. Location and Climate

The facility is located approximately 12km southwest of Onslow, Western Australia as shown in Figure 3-1.

Figure 3-1: Facility Location



The wind roses in Figure 3-2 and Figure 3-3 show the wind speed and directional data at Onslow airport. Each branch of the rose represents wind coming from that direction, with north to the top of the diagram. Eight directions are used.

Figure 3-2: Wind Rose – 3 p.m. Yearly Average (Onslow Airport)

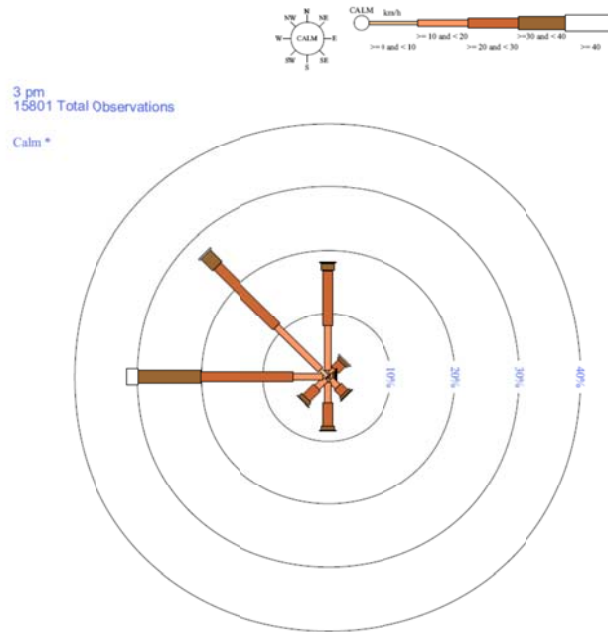
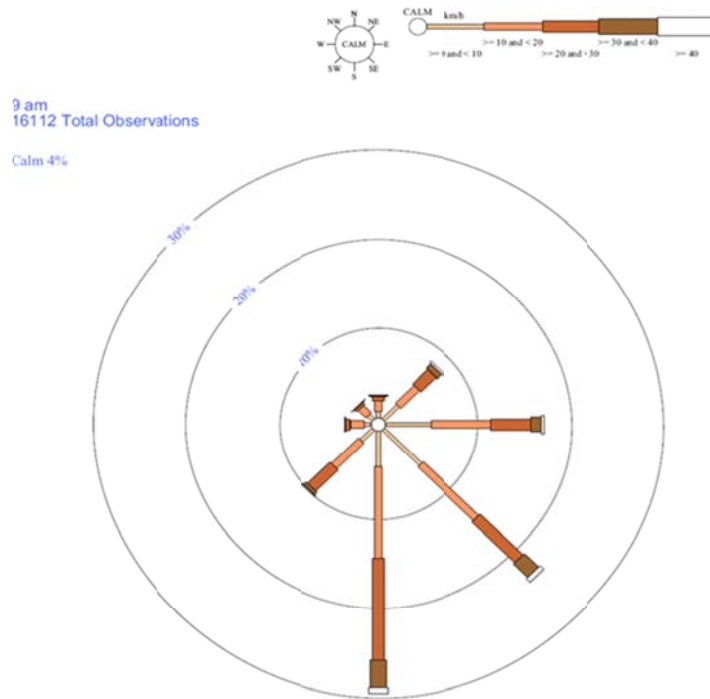


Figure 3-3: Wind Rose – 9a.m. Yearly Average (Onslow Airport)



Data from the wind roses were used to obtain average daily wind directional probabilities for three wind speed bands as shown in Table 3-1: Average Wind Probability – Onslow, WATable 3-1.

Table 3-1: Average Wind Probability – Onslow, WA

Wind From	2 m/s (0 to 10 km/hr)	6 m/s (10 to 30 km/hr)	10 m/s (>30 km/hr)	Total
North	0.009	0.087	0.010	0.106
Northeast	0.013	0.040	0.009	0.062
East	0.026	0.059	0.010	0.095
Southeast	0.030	0.099	0.018	0.147
South	0.024	0.138	0.023	0.185
Southwest	0.012	0.057	0.007	0.076
West	0.009	0.108	0.059	0.176
Northwest	0.012	0.126	0.015	0.153
Total	0.134	0.715	0.151	1.000

3.2. Offshore Subsea Wells and Pipeline

Four subsea wells supply a subsea manifold and a 20-inch diameter wet gas subsea pipeline. The subsea pipeline is approximately 80 km long and arrives onshore approximately 15 km west (upstream) of the onshore gas plant. The manifold is not equipped with actuated valves.

3.3. Onshore Pipelines

The buried 20-inch wet gas pipeline runs eastward from the beach approximately 15 km to the facility and surfaces inside the plant boundary. An upstream ESD valve is located near the slug catcher.

For the initial production case, the maximum shut-in tubing head pressure is 106.2 barg (10,620 kPag) and the wet gas pipeline could also reach this pressure. The initial case risk estimate assumes the maximum pressure. For the future case, the reservoir pressure will be lower and a wet gas pipeline pressure of 19 barg (1900 kPag) reflects later life reservoir conditions.

The 20-inch sales gas pipeline supplies processed gas to the DBNGP. The sales gas pipeline runs from the compression section of the facility to a manual isolation valve near the facility boundary. Outside the facility, the sales gas pipeline is buried, and runs approximately 60 km southeast to a tie-in on the DBNGP. Gas metering is located at the DBNGP tie-in point.

There is no condensate pipeline. Condensate from the process system is stored and exported by truck.

3.4. Process

The process system includes a slug catcher, pig receiver, single stage of inlet separation, gas dehydration by adsorbent beds, heat exchangers for dew point conditioning, gas export compression, adsorbent bed regeneration gas treatment, produced water and condensate stabilization, condensate storage, and condensate load-out.

Utility systems include a hot oil system, fuel gas system and methanol injection to the subsea wells by means of a subsea umbilical, originating at the onshore facility. Liquefied petroleum gas is used for the flare pilot flames.

Attachment 1 and Attachment 2 show the facility layout and process flow used as a basis for the QRA.

3.5. Manning Levels

Risks for 6 worker groups are analysed as summarized in Table 3-2.

Personnel distribution and exposure from Attachment 3 are summarised in Table 3-3.

Manning levels were developed with input from BHPB operations during the FEED Phase.

Table 3-2: Worker Group

Worker Group	Description
Management (2 persons)	2 week on, 2 week off, 2 week on, 4 weeks off rotation, back-to-back provided, 12 hrs per day on plant (84 hrs / week)
Technical Assistant (1 persons)	5 days per week, 8 hrs per day on plant (40 hrs / week) / 4 weeks holiday & 2 weeks Public Holidays (local based), no back to back
Operations and Technicians (12 persons)	2 week on, 2 week off, 2 week on, 4 weeks off rotation, back-to-back provided, 12 hrs per day on plant 84 hrs / week (day and night shift). One in the CCR and 2 in the field.
Campaign Contractors - EIM Contractor Support (4 persons)	Each works a 5 day period every two months, based in Onslow, 10 hours per day on the plant (day shift only)
Condensate Truck Driver	Condensate truck driver will be via a contract company and will spend a maximum of 2 hours per month onsite.

Table 3-3: Personnel Distribution

Area (Ref. Attachment 1)	Location	Av # of People in Area	Individual Exposure / Year				
			Management	Technical Assistant	Operations and Technicians	Campaign Contractors - EIM Contractor Support	Condensate Truck Driver
5	Field: Hydrocarbon liquid processing	0.73	0.02	0.02	0.02	0.01	0
6	Field: Hydrocarbon gas processing	0.73	0.02	0.02	0.02	0.01	0
13	Buildings: Admin/Control Building	1.94	0.10	0.11	0.07	0.00	0
14	Buildings: Workshop/Warehouse	0.53	0.02	0.04	0.00	0.01	0
15	Buildings: Central Equipment Building (CEB)	0.00	0.00	0.00	0.00	0.00	0
21	Field: Utilities	1.94	0.04	0.03	0.08	0.01	0
27	Field: Pipeline route & Metering Station	0.29	0.01	0.00	0.00	0.01	0
450	Loading station	0.00	0.00	0.00	0.00	0.00	0.000685
	Total	6.17	0.20	0.21	0.20	0.03	0.000685

4. QRA SCENARIO

The hydrocarbon and non-hydrocarbon scenarios analysed in the QRA are summarised in Attachment 4 (Hydrocarbon - detailed in the FEA [6]) and Table 4-1 (Non-Hydrocarbon – detailed in the NFHA [9]) respectively.

Table 4-1: QRA Non-Hydrocarbon Scenarios

ID	Description
MAE 4.1.1	Vehicle Crash Traveling Between: A. Onslow Airport and Accommodation (Bus) B. Accommodation in Onslow and Plant (Bus) C. Plant and DBNGP Tie-in via Sealed Road (4WD) ¹ D. Onslow and Plant (Private Vehicle)
MAE 4.1.3	Cyclone
MAE -	Earthquake
MAE -	Electrocution
MAE 4.3.1	Oxygen Deficient Atmosphere
MAE 4.1.4	A. Aircraft Crash (Perth to/from Onslow via commercial flight)
¹	The NFHA assessed the risk of fatality associated with 4WD along the wet gas pipeline and sales gas pipeline easement right of way (ROW) as negligible.
²	Two production Cases: C1. Higher pressure wet gas pipeline (no wet gas compression) C2. Lower pressure wet gas pipeline (wet gas compression)
³	Condensate loading every two months later in field life
⁴	Contractor travel to and from the plant are not included in risk calculations

5. RISK FROM HYDROCARBON EVENTS

5.1. Risk Contours and Pipeline Transects

The assessment of risk levels against tolerability criteria is discussed in Section 9 of this document. Attachment 5 shows the LSIR contours from hydrocarbon MAEs for both the current and future conditions. Main points are:

- There is one 1E-04/year LSIR contour. The contour surrounds the process area but does not encroach the site perimeter fence;
- The 1E-05 LSIR contour encompasses the process section and encroaches on the workshop buildings.

Attachment 6 presents the wet gas and sales gas pipeline risk transects for the current and future conditions. Main points are:

- LSIR for the wet gas pipeline is less than 1E-06/year at any location;

- Distance of the LSIR contours, from the wet gas pipeline, reduce by 40% for the future case, owing to the lower reservoir pressure;
- The sales gas pipeline has a 1E-06/year LSIR contour that extends to a distance of 27m.

5.2. PLL and IRPA

5.2.1. Current Conditions

IRPA and PLL risks from hydrocarbon releases, based on current conditions, are presented in Table 5-1 and Table 5-2 for the various worker groups. The risk analysis shows that:

- The Operations and Technicians personnel are the most exposed workers, with an IRPA of 2.3E-05;
- The Condensate Truck Drivers are the least exposed workers, with an IRPA of 5E-11, owing to their low occupancy time at the site;
- Risk from hydrocarbon MAEs is dominated by jet fire, followed by flash fire, explosion and pool fire;
- Total annual PLL is 6.4E-04 fatalities/year.

Table 5-3 presents the % risk contributions for each of the MAE scenarios and related hydrocarbon systems. Scenario definitions and system descriptions are reproduced from the FEA Study [4].

The main risk contributors to the most exposed workers, the Operations and Maintenance personnel, are:

- Scenario 04-GAS Separation Adsorber and Regen – 37.8%;
- Scenario 06&07-GAS Sales Gas Compression – 33.5%
- Scenario 02-GAS Slugcatcher and Inlet Separator – 12.7%;
- Scenario 12-GAS Sales Gas pipeline – 4.1%.

Table 5-1: Current Case Hydrocarbon IRPA

	IRPA				
	Management	Technical Assistant	Operations and Technicians	Campaign Contractors - EIM Contractor Support	Condensate Truck Driver
Pool Fire	8.74E-08	7.67E-08	1.29E-07	2.91E-08	2.33E-13
Flash Fire	1.63E-06	2.13E-06	1.37E-06	5.03E-07	0.00E+00
Jet Fire	1.25E-05	1.12E-05	2.11E-05	3.92E-06	5.13E-11
Explosion	1.69E-07	2.16E-07	1.60E-07	5.23E-08	0.00E+00
Total	1.44E-05	1.36E-05	2.27E-05	4.51E-06	5.16E-11

Table 5-2: Current Case Hydrocarbon PLL

	PLL					
	Management	Technical Assistant	Operations and Technicians	Campaign Contractors - EIM Contractor Support	Condensate Truck Driver	Total
Pool Fire	3.50E-07	7.67E-08	3.10E-06	1.17E-07	0.00E+00	3.64E-06
Flash Fire	6.52E-06	2.13E-06	3.29E-05	2.01E-06	0.00E+00	4.35E-05
Jet Fire	5.02E-05	1.12E-05	5.06E-04	1.57E-05	0.00E+00	5.83E-04
Explosion	6.77E-07	2.16E-07	3.84E-06	2.09E-07	0.00E+00	4.94E-06
Total	5.77E-05	1.36E-05	5.46E-04	1.80E-05	0.00E+00	6.35E-04

Table 5-3: Current Case Risk Contributions by MAE Scenario and System

MAE Scenario	Description	Management	Technical Assistant	Operations and Technicians	Campaign Contractors - EIM Contractor Support	Condensate Truck Driver
04-GAS	Separation – Adsorber and Regen	46.0%	48.4%	37.8%	50.3%	0.0%
02-GAS	Slugcatcher and Inlet separator	13.1%	11.4%	12.7%	2.1%	0.0%
07-GAS	Sales Gas Compression (3 Trains: Any 2 Operating)	14.2%	14.6%	17.9%	21.9%	0.0%
06-GAS	Sales Gas Compression (3 Trains: Any 2 Operating)	10.8%	10.6%	15.6%	16.8%	0.0%
12-GAS	Sales Gas Pipeline- 150 m (In Plant)	2.9%	2.7%	4.1%	4.3%	72.7%
09-GAS	Sales Gas Manifold and in Plant Metering	1.3%	1.5%	0.8%	1.4%	0.0%
50-GAS	Slugcatcher and Inlet Separator 'Unisolated' (assume 0.02 for ESD failure)	0.2%	0.2%	0.2%	0.1%	0.0%
51-GAS	Sales Gas Mainfold and in Plant Metering 'Unisolated' (assume 0.02 for ESD failure)	0.1%	0.1%	0.1%	0.1%	0.0%
13-GAS	Sales Gas Pipeline- 350 m (Outside Plant)	0.0%	0.0%	0.0%	0.0%	0.0%
26-GAS	Fuel Gas Module	0.0%	0.0%	0.0%	0.1%	0.0%
02-LIQ	Slugcatcher	5.7%	5.2%	5.4%	1.6%	0.0%
16-LIQ	Condensate Stabilizer	2.2%	1.9%	2.1%	0.3%	0.0%
23-LIQ	Low Pressure Separator	1.9%	1.6%	1.8%	0.3%	0.0%
03-LIQ	Inlet Separator	1.6%	1.4%	1.5%	0.4%	0.0%
41-LG	LPG Cylinder (liquid)	0.0%	0.0%	0.0%	0.0%	26.4%
45-LIQ	LPG Tanker	0.0%	0.0%	0.0%	0.0%	0.0%
43-LIQ	Hot Oil (Pool fire and jet fire)	0.1%	0.2%	0.0%	0.3%	0.0%
18-LIQ	Tanker and Loading Arm (Pool fire only bunded area)	0.0%	0.0%	0.0%	0.0%	1.0%
44-LIQ	Methanol Tanker	0.0%	0.0%	0.0%	0.0%	0.0%

5.2.2. Future Conditions

IRPA and PLL risks from hydrocarbon releases, based on future conditions, are presented in Table 5-4 and Table 5-5 for the various worker groups. The risk analysis shows that:

- The Operations and Maintenance personnel are the most exposed workers, with an IRPA of 2.3E-05;
- The Condensate Truck Drivers are the least exposed workers, with an IRPA of 5.17E-11, owing to their low occupancy time at the site, the same risk level as the current case;
- Risk from hydrocarbon MAEs is dominated by jet fire, followed by flash fire, explosion and pool fire, similarly to the current case;
- Total annual PLL is 6.5-04 fatalities/year.

It was noted in the FEA Study [4] that although the introduction of wet gas compression increases the gas release frequency, much of the process system would be operating at a lower pressure, so that the probability of ignition of gas releases would be lower. This in turn leads to lower jet fire frequency and attendant risk.

Table 5-6 presents the % risk contributions for each of the MAE scenarios and related hydrocarbon systems. Scenario definitions and system descriptions are reproduced from the FEA Study [4]. The scenarios are similar to the current case scenarios, with the addition of wet gas compression scenarios 19/12/21-GAS.

The main risk contributors to the most exposed workers, the Operations and Maintenance personnel, are:

- 04-GAS Separation – Adsorber and Regen- 25.1%;
- 19&20-GAS Wet Gas Compression A (Future) – 25.1%;
- 22-GAS Wet Gas Feed Knock Out (Future) – 9.5%;
- 07-GAS Sales Gas Compression (3 Trains: Any 2 Operating) – 15.2%; and
- 02-GAS Slugcatcher and Inlet separator 13.5%.

Table 5-4: Future Case Hydrocarbon IRPA

	IRPA				
	Management	Technical Assistant	Operations and Technicians	Campaign Contractors - EIM Contractor Support	Condensate Truck Driver
Pool Fire	1.74E-07	1.85E-07	2.10E-07	5.36E-08	0.00E+00
Flash Fire	1.68E-06	1.81E-06	1.88E-06	5.17E-07	0.00E+00
Jet Fire	1.30E-05	1.14E-05	2.08E-05	4.06E-06	5.17E-11
Explosion	1.74E-07	1.85E-07	2.10E-07	5.36E-08	0.00E+00
Total	1.50E-05	1.36E-05	2.32E-05	4.69E-06	5.17E-11

Table 5-5: Future Case Hydrocarbon PLL

	PLL					
	Management	Technical Assistant	Operations and Technicians	Campaign Contractors - EIM Contractor Support	Condensate Truck Driver	Total
Pool Fire	6.95E-07	1.85E-07	5.03E-06	2.15E-07	0.00E+00	6.12E-06
Flash Fire	6.72E-06	1.81E-06	4.52E-05	2.07E-06	0.00E+00	5.58E-05
Jet Fire	5.18E-05	1.14E-05	5.00E-04	1.62E-05	0.00E+00	5.80E-04
Explosion	6.95E-07	1.85E-07	5.03E-06	2.15E-07	0.00E+00	6.12E-06
Total	5.99E-05	1.36E-05	5.56E-04	1.87E-05	0.00E+00	6.48E-04

Table 5-6: Future Case Risk Contributions by MAE Scenario and System

MAE Scenario	Description	Management	Technical Assistant	Operations and Technicians	Campaign Contractors - EIM Contractor Support	Condensate Truck Driver
04-GAS	Separation – Adsorber and Regen	28.3%	28.7%	25.1%	28.9%	0.0%
19-GAS	Wet Gas Compression A (Future)	16.3%	15.1%	15.4%	5.3%	0.0%
20-GAS	Wet Gas Compression B (Future)	10.5%	10.0%	9.7%	4.3%	0.0%
22-GAS	Wet Gas Feed Knock Out (Future)	10.6%	10.3%	9.5%	5.3%	0.0%
07-GAS	Sales Gas Compression (3 Trains: Any 2 Operating)	12.0%	12.7%	15.2%	23.6%	0.0%
02-GAS	Slugcatcher and Inlet separator	9.7%	10.1%	13.3%	20.1%	0.0%
12-GAS	Sales Gas Pipeline- 150 m (In Plant)	2.4%	2.3%	3.5%	4.6%	33.8%
09-GAS	Sales Gas Manifold and in Plant Metering	1.4%	1.8%	0.7%	2.6%	0.0%
50-GAS	Slugcatcher and Inlet Separator 'Unisolated' (assume 0.02 for ESD failure)	0.2%	0.2%	0.2%	0.1%	0.0%
51-GAS	Sales Gas Mainfold and in Plant Metering 'Unisolated' (assume 0.02 for ESD failure)	0.1%	0.1%	0.1%	0.1%	0.0%
13-GAS	Sales Gas Pipeline- 350 m (Outside Plant)	0.0%	0.0%	0.0%	0.1%	52.8%
01-GAS	20-inch Wet Gas Pipeline	0.0%	0.0%	0.0%	0.0%	0.7%
06-GAS	Sales Gas Compression (3 Trains: Any 2 Operating)	0.6%	1.1%	0.0%	2.3%	0.0%
26-GAS	Fuel Gas Module	0.0%	0.0%	0.0%	0.1%	0.0%
02-LIQ	Slugcatcher	4.9%	4.5%	4.6%	1.7%	0.0%
16-LIQ	Condensate Stabilizer	1.6%	1.4%	1.5%	0.3%	0.0%
23-LIQ	Low Pressure Separator	0.8%	0.7%	0.8%	0.2%	0.0%
03-LIQ	Inlet Separator	0.6%	0.6%	0.5%	0.3%	0.0%
41-LG	LPG Cylinder (liquid)	0.0%	0.0%	0.0%	0.0%	12.3%
45-LIQ	LPG Tanker	0.0%	0.0%	0.0%	0.0%	0.0%
43-LIQ	Hot Oil (Pool fire and jet fire)	0.1%	0.2%	0.0%	0.4%	0.0%
18-LIQ	Tanker and Loading Arm (Pool fire only bunded area)	0.0%	0.0%	0.0%	0.0%	0.4%
44-LIQ	Methanol Tanker	0.0%	0.0%	0.0%	0.0%	0.0%

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6. RISK FROM NON-HYDROCARBON EVENTS

6.1. Non-Hydrocarbon Risk from MAEs

Fatal accident rates (FAR) for non-hydrocarbon events are calculated in the Non-Flammable Hazards Analysis [7]. The FAR's are summarized in Table 6-1.

Risks for travel, between airport and accommodation are analysed. The most likely situation is that the Onslow airport will be upgraded for regular jet airline services between Perth and Onslow (called base case). These flights will most likely involve the major airline companies (e.g. Qantas, Skywest, and Virgin). In the event that these flights are not available, then either Option 1 or Option 2 as described in Table 6-1 would continue to be used. As such the following analysis is maintained to illustrate the upper risk boundaries and demonstrate that these comply with the set risk criteria.

Table 6-1 shows that there is a difference in the FAR for aircraft transport depending on which data set is used. Whilst Australian data are specific and relevant to the operating environment and requirements for Macedon related flights, the data set is statistically small compared to the US data. The applicability of the US data, in particular when considering the Perth to Onslow charter flight leg, is questionable, as it includes small, single engine aircraft. Therefore, Australian data (FAR 7.0E-05) are used for the charter service between Perth and Onslow, and US data are used for the Qantas service between Perth and Karratha (FAR 6.2E-06).

Table 6-2 and Table 6-3 summarise the IRPA and PLL for non-hydrocarbon risks from MAE's, based on personnel exposure to the hazards as shown in Attachment 3.

Road Transportation dominates the risk. Aircraft Transportation, Option 1, is also a significant risk if using a charter to fly from Perth to Onslow. This increased flight risk is somewhat offset by the risk of driving workers from Karratha to Onslow for Option 2.

It was established, during FEED [7], that risk to personnel from the following MAE's were statistically insignificant and are best dealt with qualitatively. Further information on the control implemented at Macedon to manage these risks is provided in the Macedon Safety Case or in the Petroleum Fatal Risk Controls, in the context of the QRA, and are excluded from further analysis in this report:

- MAE 4.1.3 Cyclone;
- MAE - Earthquake;
- MAE - Electrocution;
- MAE 4.3.1 Oxygen Deficient Atmosphere.

Table 6-1: Fatal Accident Rates

ID	Description	FAR
MAE 4.1.1	Vehicle Crash Traveling Between Accommodation in Onslow and Plant (Bus)	8.1E-05
	Vehicle Crash Traveling Between Plant and DBNGP Tie-in via Sealed Road (4WD)	3.8E-05
	Contingency Option 1 and Base Case - Vehicle Crash Traveling Between Onslow Airport and Accommodation (Bus)	3.8E-07
	Contingence Option 2 - Vehicle Crash Traveling Between Karratha Airport and Accommodation (Bus)	2.8E-05
MAE 4.1.4	Option 1 - Aircraft Crash (Perth to/from Onslow via charter)	
	Australian NTSB Data (low capacity RPT)	7.0E-05
	US NTSB Data (CFR 14 Part 135) ¹	1.7E-04
	Contingence Option 2 - Aircraft Crash (Perth to/from Karratha via Qantas scheduled)	
	Australian NTSB Data (high capacity RPT) ²	-
	US NTSB Data (CFR 14 Part 121)	6.2E-06
	Base Case - Aircraft Crash (Perth to/from Onslow via Qantas scheduled)	
	Australian NTSB Data (high capacity RPT) ³	-
	US NTSB Data (CFR 14 Part 121)	6.2E-06

6.2. Non-Hydrocarbon Risk from Occupational Hazards

Occupational risk was calculated for the most exposed workers (i.e.) Operations and Maintenance worker group in the Non-Flammable Hazards Analysis [7] as follows:

- IRPA Occ. (Ops. And Maintenance) 1.89E-05/year;
- PLL Occ. (Ops. And Maintenance) 3.66E-04/year.

¹ Based on CFR 14 Part 135 (scheduled air carrier) fatality accident rate rather than CFR 14 Part 121.

² No fatal accidents in the data set.

³ No fatal accidents in the data set.

Table 6-2: Non-Hydrocarbon MAE IRPA

	IRPA			
	Management	Technical Assistant	Operations and Technicians	Campaign Contractors - EIM Contractor Support
Road Transportation - Contingency Option 1 Onslow to Accommodation	7.19E-06	3.49E-08	1.60E-05	3.49E-08
Aircraft Transportation - Contingency Option 1 Chartered to Onslow	7.13E-06	0.00E+00	7.13E-06	1.43E-05
Total for Transport Option 1	1.43E-05	3.49E-08	2.32E-05	1.43E-05
Road Transportation - Contingency Option 2 Karratha to Accommodation	8.47E-06	2.59E-06	1.73E-05	2.59E-06
Aircraft Transportation - Contingency Option 2 Scheduled to Karratha	1.80E-05	0.00E+00	1.80E-05	3.61E-05
Total for Transport Option 2	2.65E-05	2.59E-06	3.54E-05	3.87E-05
Road Transportation - Base Case Onslow to Accommodation	7.19E-06	3.49E-08	1.60E-05	3.49E-08
Aircraft Transportation - Base Case Scheduled to Onslow	3.86E-06	0.00E+00	3.86E-06	7.73E-06
Total for Transport Base Case	1.11E-05	3.49E-08	1.99E-05	7.76E-06

Table 6-3: Non-Hydrocarbon MAE PLL

	PLL					
	Management	Technical Assistant	Operations and Technicians	Campaign Contractors - EIM Contractor Support	Condensate Truck Driver	Total
Road Transportation - Contingence Option 1 Onslow to Accom.	2.88E-05	3.49E-08	3.85E-04	1.40E-07	0.00E+00	4.14E-04
Aircraft Transportation - Contingence Option 1 Chartered to Onslow	2.85E-05	0.00E+00	1.71E-04	5.71E-05	0.00E+00	2.57E-04
Total for Transport Option 1	5.73E-05	3.49E-08	5.56E-04	5.72E-05	0.00E+00	6.71E-04
Road Transportation - Contingence Option 2 Karratha to Accom.	3.39E-05	2.59E-06	4.16E-04	1.04E-05	0.00E+00	4.62E-04
Aircraft Transportation - Contingence Option 2 Scheduled to Karratha	7.22E-05	0.00E+00	4.33E-04	1.44E-04	0.00E+00	6.50E-04
Total for Transport Option 2	1.06E-04	2.59E-06	8.49E-04	1.55E-04	0.00E+00	1.11E-03
Road Transportation - Base Case Onslow to Accom.	2.88E-05	3.49E-08	3.85E-04	1.40E-07	0.00E+00	4.14E-04
Aircraft Transportation - Base Case Scheduled to Onslow	3.86E-06	0.00E+00	3.86E-06	7.73E-06	0.00E+00	0.00E+00
Total for Transport Base Case	3.26E-05	3.49E-08	3.89E-04	7.87E-06	0.00E+00	4.14E-04

7. SITE WORKER RISK PROFILE

7.1. Risk Profile – Current PLL and IRPA

Table 7-1 and Table 7-2 present the worker group risk profiles, in terms of IRPA and PLL, for the current operating case. The analysis of IRPA shows that:

- The Ops. and Technical group have the highest overall IRPA for site workers.

The analysis of PLL shows that:

- Total annual PLL is 1.6E-03.

7.2. Risk Profile – Future PLL and IRPA

Table 7-3 and Table 7-4 present the site worker group risk profiles, in terms of IRPA and PLL, for the future operating case.

The risk profile for the future case is very similar to the current case and the discussion above applies.

Table 7-1: Current IRPA Summary

	IRPA			
	Management	Technical Assistant	Operations and Technicians	Campaign Contractors - EIM Contractor Support
Hydrocarbon MAE Risk	1.44E-05	1.36E-05	2.27E-05	4.51E-06
Non-Hydrocarbon MAE Risk				
Transport Base Case	1.11E-05	3.49E-08	1.99E-05	7.76E-06
Occupational Risk	0.00E+00	0.00E+00	1.70E-05	0.00E+00
Total IRPA	2.55E-05	1.36E-05	5.96E-05	1.23E-05

Table 7-2: Current PLL Summary

	PLL					
	Management	Technical Assistant	Operations and Technicians	Campaign Contractors - EIM Contractor Support	Condensate Truck Driver	Total
Hydrocarbon MAE Risk	5.77E-05	1.36E-05	5.46E-04	1.80E-05	2.06E-10	6.35E-04
Non-Hydrocarbon MAE Risk						
Transport Base Case	4.42E-05	3.49E-08	4.78E-04	3.10E-05	0.00E+00	5.53E-04
Occupational Risk	0.00E+00	0.00E+00	4.08E-04	0.00E+00	0.00E+00	4.08E-04
Total IRPA	1.02E-04	1.36E-05	1.43E-03	4.91E-05	2.06E-10	1.60E-03

Table 7-3: Future IRPA Summary

	IRPA			
	Management	Technical Assistant	Operations and Technicians	Campaign Contractors - EIM Contractor Support
Hydrocarbon MAE Risk	1.50E-05	1.36E-05	2.32E-05	4.69E-06
Non-Hydrocarbon MAE Risk				
Transport Base Case	1.11E-05	3.49E-08	1.99E-05	7.76E-06
Occupational Risk	0.00E+00	0.00E+00	1.70E-05	0.00E+00
Total IRPA	2.60E-05	1.36E-05	6.01E-05	1.24E-05

Table 7-4: Future PLL Summary

	PLL					Total
	Management	Technical Assistant	Operations and Technicians	Campaign Contractors - EIM Contractor Support	Condensate Truck Driver	
Hydrocarbon MAE Risk	5.99E-05	1.36E-05	5.56E-04	1.87E-05	0.00E+00	6.48E-04
Non-Hydrocarbon MAE Risk						
Transport Base Case	4.42E-05	3.49E-08	4.78E-04	3.10E-05	0.00E+00	5.53E-04
Occupational Risk	0.00E+00	0.00E+00	4.08E-04	0.00E+00	0.00E+00	4.08E-04
Total	1.04E-04	1.36E-05	1.44E-03	4.98E-05	0.00E+00	1.61E-03

8. DBNGP METERING FACILITIES

The DBNGP Metering Facilities are located between the Macedon gas plant and the sales gas tie-in to the DBNGP pipeline. The facilities include a pig launcher/receiver, filters, metering and flow control equipment, contained within a 90m x 42m site area as shown on Drawing PMA-BHP-C1-DWG-0100 'DBNGP Metering Facilities Civil & Fence Layout'. The DBNGP Metering Facilities are similar to the metering facilities installed at the gas plant but the operating pressure is lower. The MAEs would be similar to those defined for scenarios 09-GAS (Sales Gas Manifold and in Plant Metering) and 12-GAS (Sales Gas Pipeline).

The manning for the DBNGP metering station is as follows: 2 persons, 1 time / week for an hour duration. The area is remote and unpopulated.

An assessment of risk to the workforce and the public is given below. PHAST Risk is used to calculate location specific risks and risk contours from the hydrocarbon release frequencies in Table 6.12 in the FEA [4] and the process conditions at the facilities. The risks will be assessed against the tolerability and impairment criteria, for onsite personnel and offsite members of the public.

Figure 8-1 show the location specific risk calculated in PHAST Risk Table 8-1 shows the results of a calculation for IRPA for the workforce.

Figure 8-1: DBNGP location specific risk

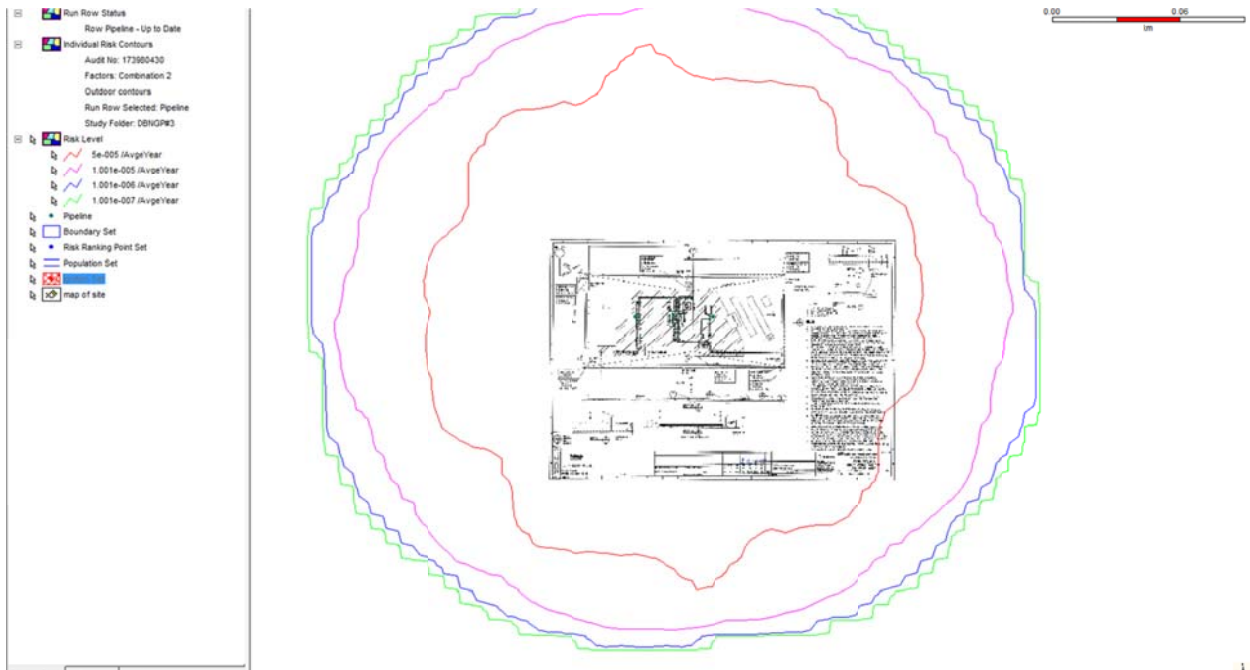


Table 8-1: DBNGP IRPA

Description	Values	Units
Location specific risk	5.0E-05	1/year
Time in location	1	per week
Rotation	0.5	
Fraction of year in location (per personnel)	3.0E-03	-
IRPA (for risk in DBNGP)	1.5E-07	1/year
IRPA (for risk in travelling to DBNG)	2.2E-05	1/year
Total risk	2.2E-05	1/year

The IRPA for the workforce is 2.2E-05 which is significant compared to the overall risk too personnel given in Section 7 but still below the required risk levels. For public risk the 1E-04/year location specific individual risk (LSIR) contour extends beyond the fence line.

9. ASSESSMENT OF RISK AGAINST TOLERABILITY CRITERIA

This section provides an assessment of the risks against the tolerability criteria given in Section 1.6.

9.1. Risk at Gas Plant Boundary

From the Environmental Protection Authority [10] sets the off-site individual risk criteria for fatalities at the following levels:

'(a) A risk level in residential zones of one in a million per year or less, is so small as to be acceptable to the EPA.

(b) A risk level in "sensitive developments", such as hospitals, schools, child care facilities and aged care housing developments of between one half and one in a million per year is so small as to be acceptable to the EPA.

(c) Risk levels from industrial facilities should not exceed a target of fifty in a million per year at the site boundary for each individual industry, and the cumulative risk level imposed upon an industry should not exceed a target of one hundred in a million per year.

(d) A risk level for any non-industrial activity located in buffer zones between industrial facilities and residential zones of ten in a million per year or lower, is so small as to be acceptable to the EPA.'

In the use of the foregoing individual fatality risk criteria it should be noted that:

'The risk criterion (c) for major hazardous industrial plant of fifty in a million per year at the site boundary would only apply to a neighbouring industry which has a high level of preparedness and training to respond in the event of an incident. This criterion would not generally apply to industrial areas zoned for 'general industry' or commercial use where larger numbers of less prepared employees are present. A risk level of around five in a million per year is more appropriate for commercial areas where there is no coordinated emergency response in place.'

The 1E-04/year LSIR contour does not extend beyond the fence line (Attachment 5) and therefore risk levels are considered tolerable if ALARP.

The 1E-07/year LSIR contour does not extend beyond the fence line however is still well within the BHPB Petroleum Macedon lease area. Due to the location of the gas plant the criteria set out in (c) is applicable. This meets the above EPA criteria of 50 in a million.

9.2. Risk along the Pipeline Route

9.2.1. Wet Gas Pipeline

Risk from the Wet Gas Pipeline, for both current and future conditions is less than 1E-06/year (Attachment 6) which is 'Broadly Tolerable', in accordance with BHPB offsite risk criteria, which gives the following guidance and meets the (c) criteria from the EPA set out in the section 9.1:

- *'A level of risk that does not require action to reduce its magnitude further, but which must be monitored and managed by the facility management system'.*

9.2.2. Sales Gas Pipeline

The 1E-06/year risk contour extends 27m either side of the Sales Gas Pipeline (Attachment 6). This level of risk is at the lower end of the BHPB LSIR ALARP region for offsite risk and meets the applicable EPA guideline risk criteria for land-use surrounding the pipeline. The BHPB criteria states:

- *'Efforts must be made to reduce risk further, and as far as can be achieved without the expenditure of a cost that is grossly disproportionate to the benefit gained (i.e. to ALARP).'*

For information on the approach the Project/BHPB has taken to demonstrating ALARP refer to the AS2885 HAZID and Operational HAZID, for further justification of tolerability and Risk Reduction Measures implemented.

9.2.3. DBNGP Metering Facilities

Location specific risk levels at the DBNGP metering station are below 1E-4/year and therefore meet the BHPB LSIR risk criteria. For public risk the 5E-05/year location specific individual risk (LSIR) contour extends beyond the fence line. While this exceeds the EPA guideline criteria for land-use planning purpose, the exposure of the general public and non-BHPB workers (e.g. DBNGP teams) to risk at this location has been assessed by the project team and is both tolerable and ALARP. This analysis is documented in the Project Decisions Register [11].

9.3. On-Site Risk to Workers

IRPA for onsite workers is in the range 1E-05/year to 6E-05/year, depending on worker group. This range of risk is within the ALARP region of BHPB IRPA Criteria $1E-05 < IRPA < 1E-03$ which states that:

- *'Efforts must be made to reduce risk further, as far as can be achieved without the expenditure of a cost that is grossly disproportionate to the benefit gained (i.e. to ALARP).'*

All risk levels are below the Macedon Project target maximum IRPA of $<5E-04$ for on-site workers.

10. CONCLUSIONS

With reference to the objectives and scope set out for the Macedon QRA study (Sections 1.2, 1.3) it may be concluded that:

1. A systematic risk assessment has been carried out for the Macedon gas processing facility and pipelines for (i) the current operating case and (ii) future operating case following the introduction of wet gas compression.
2. Risks from hydrocarbon related MAEs have been computed using PHAST Risk v6.7 software in a model specifically developed for the Macedon Project. Non-hydrocarbon MAE risks have been brought forward from the Non-Flammable Hazards Analysis [7] and combined with the hydrocarbon MAE risks to obtain risk profiles for workers at the facility.
3. The 1E-04/year location specific individual risk (LSIR) contour is within the fence line and therefore risk levels are tolerable and acceptable with respect to BHPB and the EPA guidelines;
4. Offsite risk from the Wet Gas Pipeline is less than 1E-06/year, which is broadly tolerable in accordance with BHPB offsite risk criteria and at a level that is acceptable to the EPA.
5. The 1E-06/year offsite risk contour extends 27m from the Sales Gas Pipeline and the risk is at the lower end of the BHPB ALARP region.

6. Onsite risks to the workforce are within the BHPB ALARP region and below the Macedon Project target maximum IRPA of 5E-04/year.

11. REFERENCES

- [1] Macedon Project, Macedon Operational Safety Case: Overview, PMA-BHP-SR-0060.
- [2] Macedon Operational Phase Hazard and Risk Register PMA-BHP-HS-REG-002
- [3] Macedon Project, Major Accident Events and Safety Critical Element Register, PMA-BHP-SR-REP-0017.
- [4] Macedon Project, Fire and Explosion Assessment, PMA-VG1-SR-REP-0003.
- [5] Macedon Project, Technical Study Assumptions Register, PMA-VG1-SR-REP-0002.
- [6] Macedon Project, FEED Quantitative Risk Analysis, PMA-IR2-SR-REP-0026.
- [7] Macedon Project, Non-Flammable Hazard Analysis (NFHA), PMA-VG1-SR-REP-0008.
- [8] Macedon Project, FEED Risk Tolerability and Impairment Criteria,
- [9] PMA-IR2-SR-REP-0045.
- [10] EPA, Guidance for the Assessment of Environmental Factors (in accordance with the Environmental Protection Act 1986), Guidance for Risk Assessment and Management: Off-site individual Risk from Hazardous Industrial Plant, No.2, July 2000.
- [11] Project Decisions Register, PMA-BHP-PM-REG-0002.

12. ATTACHMENTS

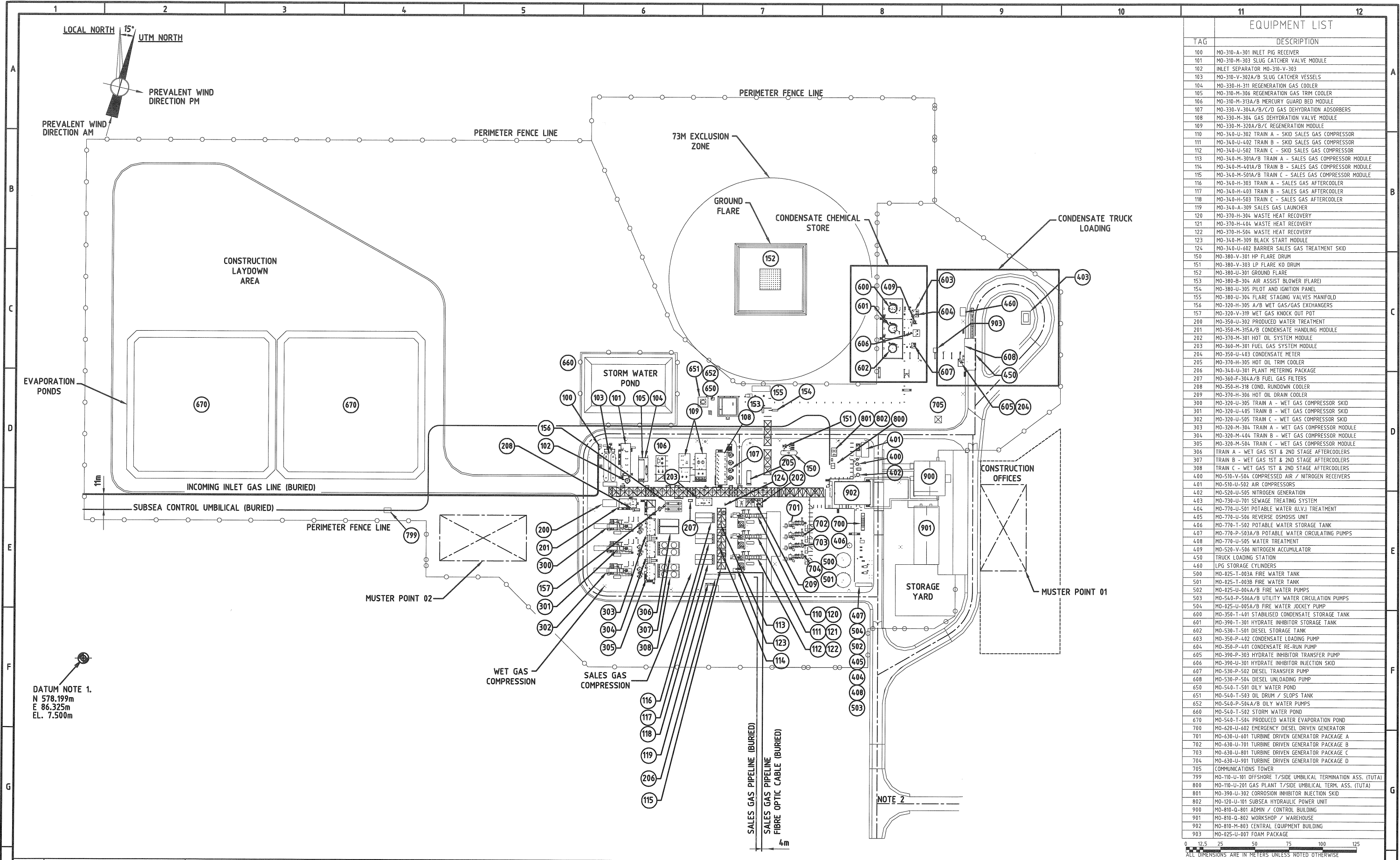
- Attachment 1 Facility Layout
- Attachment 2 Simplified Process Flow
- Attachment 3 Manning Distribution Basis
- Attachment 4 Isolatable Inventories
- Attachment 5 Risk Contours
- Attachment 6 Pipeline Transects

Attachment 1 Facility Layout

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EQUIPMENT LIST	
TAG	DESCRIPTION
100	MO-310-A-301 INLET PIG RECEIVER
101	MO-310-M-303 SLUG CATCHER VALVE MODULE
102	INLET SEPARATOR MO-310-V-303
103	MO-310-V-302A/B SLUG CATCHER VESSELS
104	MO-330-H-311 REGENERATION GAS COOLER
105	MO-310-M-306 REGENERATION GAS TRIM COOLER
106	MO-310-M-313A/B MERCURY GUARD BED MODULE
107	MO-330-V-304A/B/C/D GAS DEHYDRATION ADSORBERS
108	MO-330-M-304 GAS DEHYDRATION VALVE MODULE
109	MO-330-M-320A/B/C REGENERATION MODULE
110	MO-340-U-302 TRAIN A - SKID SALES GAS COMPRESSOR
111	MO-340-U-402 TRAIN B - SKID SALES GAS COMPRESSOR
112	MO-340-U-502 TRAIN C - SKID SALES GAS COMPRESSOR
113	MO-340-M-301A/B TRAIN A - SALES GAS COMPRESSOR MODULE
114	MO-340-M-401A/B TRAIN B - SALES GAS COMPRESSOR MODULE
115	MO-340-M-501A/B TRAIN C - SALES GAS COMPRESSOR MODULE
116	MO-340-H-303 TRAIN A - SALES GAS AFTERCOOLER
117	MO-340-H-403 TRAIN B - SALES GAS AFTERCOOLER
118	MO-340-H-503 TRAIN C - SALES GAS AFTERCOOLER
119	MO-340-A-309 SALES GAS LAUNCHER
120	MO-370-H-304 WASTE HEAT RECOVERY
121	MO-370-H-404 WASTE HEAT RECOVERY
122	MO-370-H-504 WASTE HEAT RECOVERY
123	MO-340-M-309 BLACK START MODULE
124	MO-340-U-602 BARRIER SALES GAS TREATMENT SKID
150	MO-380-V-301 HP FLARE DRUM
151	MO-380-V-303 LP FLARE KO DRUM
152	MO-380-U-301 GROUND FLARE
153	MO-380-B-304 AIR ASSIST BLOWER (FLARE)
154	MO-380-U-305 PILOT AND IGNITION PANEL
155	MO-380-U-304 FLARE STAGING VALVES MANIFOLD
156	MO-320-H-305 A/B WET GAS/GAS EXCHANGERS
157	MO-320-V-319 WET GAS KNOCK OUT POT
200	MO-350-U-302 PRODUCED WATER TREATMENT
201	MO-350-M-315A/B CONDENSATE HANDLING MODULE
202	MO-370-M-301 HOT OIL SYSTEM MODULE
203	MO-360-M-301 FUEL GAS SYSTEM MODULE
204	MO-350-U-403 CONDENSATE METER
205	MO-370-H-305 HOT OIL TRIM COOLER
206	MO-340-U-301 PLANT METERING PACKAGE
207	MO-360-F-304A/B FUEL GAS FILTERS
208	MO-350-H-318 COND. RUNDOWN COOLER
209	MO-370-H-306 HOT OIL DRAIN COOLER
300	MO-320-U-305 TRAIN A - WET GAS COMPRESSOR SKID
301	MO-320-U-405 TRAIN B - WET GAS COMPRESSOR SKID
302	MO-320-U-505 TRAIN C - WET GAS COMPRESSOR SKID
303	MO-320-M-304 TRAIN A - WET GAS COMPRESSOR MODULE
304	MO-320-M-404 TRAIN B - WET GAS COMPRESSOR MODULE
305	MO-320-M-504 TRAIN C - WET GAS COMPRESSOR MODULE
306	TRAIN A - WET GAS 1ST & 2ND STAGE AFTERCOOLERS
307	TRAIN B - WET GAS 1ST & 2ND STAGE AFTERCOOLERS
308	TRAIN C - WET GAS 1ST & 2ND STAGE AFTERCOOLERS
400	MO-510-V-504 COMPRESSED AIR / NITROGEN RECEIVERS
401	MO-510-U-502 AIR COMPRESSORS
402	MO-520-U-505 NITROGEN GENERATION
403	MO-730-U-701 SEWAGE TREATING SYSTEM
404	MO-770-U-501 POTABLE WATER (U.V.) TREATMENT
405	MO-770-U-506 REVERSE OSMOSIS UNIT
406	MO-770-T-502 POTABLE WATER STORAGE TANK
407	MO-770-P-503A/B POTABLE WATER CIRCULATING PUMPS
408	MO-770-U-505 WATER TREATMENT
409	MO-520-V-506 NITROGEN ACCUMULATOR
450	TRUCK LOADING STATION
460	LPG STORAGE CYLINDERS
500	MO-025-T-003A FIRE WATER TANK
501	MO-025-T-003B FIRE WATER TANK
502	MO-025-U-004A/B FIRE WATER PUMPS
503	MO-540-P-506A/B UTILITY WATER CIRCULATION PUMPS
504	MO-025-U-005A/B FIRE WATER JOCKEY PUMP
600	MO-350-T-401 STABILISED CONDENSATE STORAGE TANK
601	MO-390-T-301 HYDRATE INHIBITOR STORAGE TANK
602	MO-530-T-501 DIESEL STORAGE TANK
603	MO-350-P-402 CONDENSATE LOADING PUMP
604	MO-350-P-401 CONDENSATE RE-RUN PUMP
605	MO-390-P-303 HYDRATE INHIBITOR TRANSFER PUMP
606	MO-390-U-301 HYDRATE INHIBITOR INJECTION SKID
607	MO-530-P-502 DIESEL TRANSFER PUMP
608	MO-530-P-504 DIESEL UNLOADING PUMP
650	MO-540-T-501 OILY WATER POND
651	MO-540-T-503 OIL DRUM / SLOPS TANK
652	MO-540-P-504A/B OILY WATER PUMPS
660	MO-540-T-502 STORM WATER POND
670	MO-540-T-504 PRODUCED WATER EVAPORATION POND
700	MO-620-U-602 EMERGENCY DIESEL DRIVEN GENERATOR
701	MO-630-U-601 TURBINE DRIVEN GENERATOR PACKAGE A
702	MO-630-U-701 TURBINE DRIVEN GENERATOR PACKAGE B
703	MO-630-U-801 TURBINE DRIVEN GENERATOR PACKAGE C
704	MO-630-U-901 TURBINE DRIVEN GENERATOR PACKAGE D
705	COMMUNICATIONS TOWER
799	MO-110-U-101 OFFSHORE T/SIDE UMBILICAL TERMINATION ASS. (TUTAI)
800	MO-110-U-201 GAS PLANT T/SIDE UMBILICAL TERM. ASS. (TUTAI)
801	MO-390-U-302 CORROSION INHIBITOR INJECTION SKID
802	MO-120-U-101 SUBSEA HYDRAULIC POWER UNIT
900	MO-810-Q-801 ADMIN / CONTROL BUILDING
901	MO-810-Q-802 WORKSHOP / WAREHOUSE
902	MO-810-M-803 CENTRAL EQUIPMENT BUILDING
903	MO-025-U-007 FOAM PACKAGE

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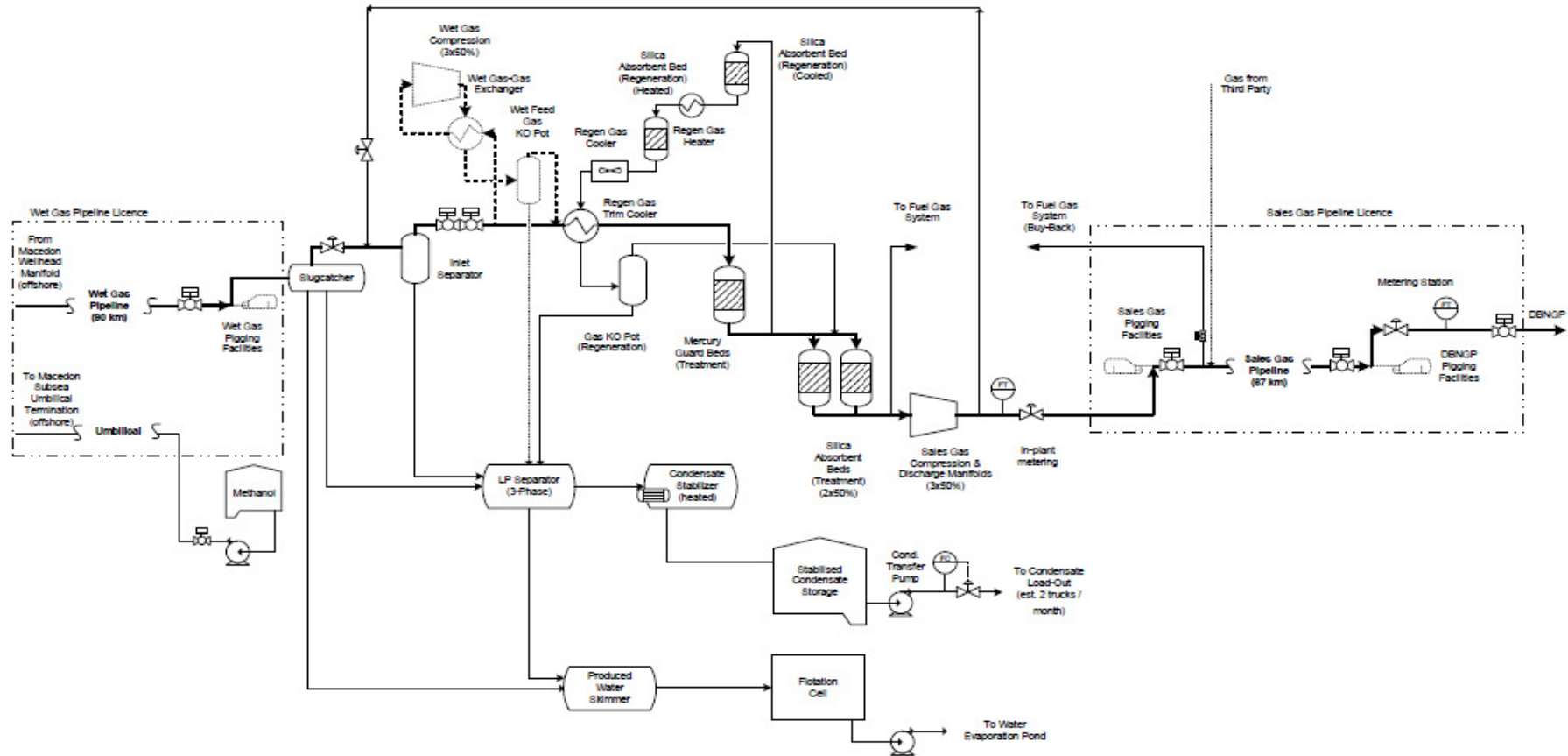
Attachment 2 Simplified Process Flow

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Attachment 2: Simplified Process Flow Diagram



Attachment 3 Manning Distribution Basis

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Worker Category Name		Management			
Total # in Group – Day Shift		2	Installation Manager and Production Superintendent		
Total # in Group – Night Shift		0	Day shift only		
Annual Occupancy for Person in Group		0.20	2, week on, 2 week off, 2 week on, 4 weeks off rotation,, back-to-back provided, 12 hrs per day on plant (84 hrs / week)		
Hrs Group Present in Year		4,380	Group present 7 days per week, all year, day shift only		
	Locations	% Time Group in Location – Day Shift	% Time Group in Location – Night Shift	Average # in Group in Location (24 hrs)	Average Individual Fraction in Location (24 hrs)
900	Buidings: Admin/Control Building	0.50	0.00	0.50	0.10
901	Buidings: Workshop/Warehouse	0.10	0.00	0.10	0.02
902	Buidings: Central Equipment Building (CEB)	0.00	0.00	0.00	0.00
111	Field: Hydrocarbon gas processing	0.09	0.00	0.09	0.02
201	Field: Hydrocarbon liquid processing	0.09	0.00	0.09	0.02
502	Field: Utilities	0.18	0.00	0.18	0.04
-	Field: Pipeline route & Metering Station	0.04	0.00	0.04	0.01
450	Loading station	0.00	0.00	0.00	0.00
Total		1.00	0.00	1.00	0.20

Worker Category Name		Techical Assistant			
Total # in Group – Day Shift		1	Techical Assistant		
Total # in Group – Night Shift		0	Day shift only		
Annual Occupancy for Person in Group		0.21	5 days per week, 8 hrs per day on plant (40 hrs / week) / 4 weeks holiday & 2 weeks Public Holidays (local based), no back to back		
Hrs Group Present in Year		2,086	Group present 5 days per week, 8 hrs per day, all year		
	Locations	% Time Group in Location – Day Shift	% Time Group in Location – Night Shift	Average # in Group in Location (24 hrs)	Average Individual Fraction in Location (24 hrs)
900	Buidings: Admin/Control Building	0.50	0.00	0.25	0.11
901	Buidings: Workshop/Warehouse	0.20	0.00	0.10	0.04
902	Buidings: Central Equipment Building (CEB)	0.00	0.00	0.00	0.00
111	Field: Hydrocarbon gas processing	0.08	0.00	0.04	0.02
201	Field: Hydrocarbon liquid processing	0.08	0.00	0.04	0.02
502	Field: Utilities	0.15	0.00	0.08	0.03
-	Field: Pipeline route & Metering Station	0.00	0.00	0.00	0.00
450	Loading station	0.00	0.00	0.00	0.00
Total		1.00	0.00	0.50	0.21

Worker Category Name	Operations and Technicians
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Total # in Group – Day Shift	6	Operations and Technicians			
Total # in Group – Night Shift	6	Operations and Technicians			
Annual Occupancy for Person in Group	0.20	3 workers day shift, 3 workers night shift; 2, week on, 2 week off, 2 week on, 4 weeks off rotation,, back-to-back provided, 12 hrs per day on plant (84 hrs / week). One in the CCR and 2 in the field.			
Hrs Group Present in Year	8,760	Group present day shifts all year			
	Locations	% Time Group in Location – Day Shift	% Time Group in Location – Night Shift	Average # in Group in Location (24 hrs)	Average Individual Fraction in Location (24 hrs)
900	Buidings: Admin/Control Building	0.37	0.37	1.11	0.07
901	Buidings: Workshop/Warehouse	0.00	0.00	0.00	0.00
902	Buidings: Central Equipment Building (CEB)	0.00	0.00	0.00	0.00
111	Field: Hydrocarbon gas processing	0.11	0.11	0.32	0.02
201	Field: Hydrocarbon liquid processing	0.11	0.11	0.32	0.02
502	Field: Utilities	0.42	0.42	1.26	0.08
-	Field: Pipeline route & Metering Station	0.00	0.00	0.00	0.00
450	Loading station	0.00	0.00	0.00	0.00
Total		1.00	1.00	3.00	0.20

Worker Category Name		Campaign Contractors - EIM Contractor Support			
Total # in Group – Day Shift	4	Campaign Contractors - EIM Contractor Support			
Total # in Group – Night Shift	0	Campaign Contractors - EIM Contractor Support			
Annual Occupancy for Person in Group	0.03	Each works a 5 day period every two months, based in Onslow, 10 hours per day on the plant (day shift only)			
Hrs Group Present in Year	300	5 day period every two months, based in Onslow, 10 hours per day on the plant (day shift only)			
	Locations	% Time Group in Location – Day Shift	% Time Group in Location – Night Shift	Average # in Group in Location (24 hrs)	Average Individual Fraction in Location (24 hrs)
900	Buidings: Admin/Control Building	0.05	0.00	0.08	0.00
901	Buidings: Workshop/Warehouse	0.20	0.00	0.33	0.01
902	Buidings: Central Equipment Building (CEB)	0.00	0.00	0.00	0.00
111	Field: Hydrocarbon gas processing	0.18	0.00	0.29	0.01
201	Field: Hydrocarbon liquid processing	0.18	0.00	0.29	0.01
502	Field: Utilities	0.25	0.00	0.42	0.01
-	Field: Pipeline route & Metering Station	0.15	0.00	0.25	0.01
450	Loading station	0.00	0.00	0.00	0.000
Total		1	0	1.67	0.03

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Worker Category Name		Condensate Truck Driver			
Total # in Group – Day Shift	4	Two drivers are used for each return trip (Peth / Macedon Gas Plant), Each driver does half the total number of trips undertaken in the year.			
Total # in Group – Night Shift	0	Day shift only			
Annual Occupancy for Person in Group	0.001	One per month for loadout			
Hrs Group Present in Year	26	Assume 1 hour every two weeks for loading in plant			
	Locations	% Time Group in Location – Day Shift	% Time Group in Location – Night Shift	Average # in Group in Location (24 hrs)	Average Individual Fraction in Location (24 hrs)
900	Buidings: Admin/Control Building	0.00	0.00	0.00	0.000
901	Buidings: Workshop/Warehouse	0.00	0.00	0.00	0.000
902	Buidings: Central Equipment Building (CEB)	0.00	0.00	0.00	0.000
111	Field: Hydrocarbon gas processing	0.00	0.00	0.00	0.000
201	Field: Hydrocarbon liquid processing	0.00	0.00	0.00	0.000
502	Field: Utilities	0.00	0.00	0.00	0.000
-	Field: Pipeline route & Metering Station	0.00	0.00	0.00	0.000
450	Loading station	1.00	0.00	0.17	0.001
Total		1	0	0.17	0.001

Attachment 4 Isolatable Inventories

SCENARIO	Isolation Boundaries	Isolated Inventory	Blowdown valve	MAE Hazard Number	MAE Hazard	Inventory Volume (m3)	PFD drawing number	P&ID drawing number	Notes
01-GAS	SDV 31001 SDV 31008	20-INCH WET GAS PIPELINE		3	Methane	19,000			
02-GAS	SDV 31001 SDV 31008 SDV 31018 SDV 31019	310-V-302A/B SLUGCATCHER	BDV-31015	3	Methane	216.40	PMA-BHP-PR-PFD-4305-001 REV 0	PMA-BHP-PR-PID-4203-001 REV B	1. Pig receiver normally isolated (Ref. PFD-4201-001 Rev B). 2. Inventory volume = blowdown volume for Slugcatcher (Note 1)
	SDV 31031 SDV 31025 SDV 31016 SDV 31017	310-V-303 INLET SEPARATOR	BDV-31027	3	Methane	41.80	PMA-BHP-PR-PFD-4305-001 REV 0	PMA-BHP-PR-PID-4203-003 REV B	1. Isolation via control valve between slug catcher and inlet separator ignored. 2. Inventory volume = blowdown volume for Inlet separator (Note 1)
		TOTAL				258.20			
02-LIQ	SDV 31019 SDV 31018	310-V-302A/B SLUGCATCHER				21.08	PMA-BHP-PR-PFD-4305-001 REV 0	PMA-BHP-PR-PID-4203-001 REV B	1. Two interconnected vessels. 2. Slab of condensate 0.2m deep x 3.1m diameter x 17m length. 3. Assume 5% of the year from slugging activity.
03-LIQ	SDV 31025	310-V-303 INLET SEPARATOR				1.94	PMA-BHP-PR-PFD-4305-001 REV 0	PMA-BHP-PR-PID-4203-003 REV B	1. Assume condensate interface layer maintained between LLh and LLL (0.3m). 2. Assume 100% of the year. 3. Assume 5% added for vessel head.
04-GAS	SDV 31016 SDV 31017 SDV 33015A/B SDV 34100 SDV 34101 SDV 33065A/B SDV 33054 SDV 33055	330-H-313 REGENERATION GAS TRIM COOLER (SHELL SIDE) 310-V-313 A MERCURY GUARD BED 310-V-313 B MERCURY GUARD BED 310-F-314A/B MERCURY GUARD AFTER FILTERS (ONE ONLINE) 310-F-314A/B MERCURY GUARD AFTER FILTERS (ONE ONLINE) 330-V-309A/B SILICA BED REGENERATION GAS FILTER COALESCERS (ONE ONLINE) 330-V-308A/B SILICA BED FEED GAS FILTER COALESCERS (ONE ONLINE) 330-V-304 A ADSORBER VESSEL (330-V-308 C/D OFFLINE) 330-V-304 B ADSORBER VESSEL (330-V-308 C/D OFFLINE) 330-V-304 C ADSORBER VESSEL (330-V-308 C/D OFFLINE) 330-V-304 D ADSORBER VESSEL (330-V-308 C/D OFFLINE) 330-F-312A/B SILICA BED TREATED GAS FILTERS (ONE ONLINE) 330-F-312A/B SILICA BED TREATED GAS FILTERS (ONE ONLINE)	BDV-34001	3	Methane	141.60	PMA-BHP-PR-PFD-4306-001 REV 0 PMA-BHP-PR-PFD-4309-001 REV 0 PMA-BHP-PR-PFD-4310-001 REV 0	PMA-BHP-PR-PID-4204-001 REV B PMA-BHP-PR-PID-4210-001 REV B PMA-BHP-PR-PID-4211-001 REV B PMA-BHP-PR-PID-4211-002 REV B PMA-BHP-PR-PID-4212-001 REV B PMA-BHP-PR-PID-4212-002 REV B PMA-BHP-PR-PID-4212-003 REV B PMA-BHP-PR-PID-4213-001 REV B	1. Inventory volume = blowdown volume for Main gas processing - regen gas (Note 1).
		330-H-311 REGENERATION GAS COOLER 330-H-313 REGENERATION GAS TRIM COOLER (TUBE SIDE) 330-V-306 REGENERATION GAS KNOCK OUT POT 330-H-309A REGENERATION GAS HEATER (TUBE SIDE) 330-H-309B REGENERATION GAS HEATER (TUBE SIDE) 330-H-309C REGENERATION GAS HEATER (TUBE SIDE)	BDV-33057	3	Methane	89.80	PMA-BHP-PR-PFD-4310-001 REV 0	PMA-BHP-PR-PID-4204-001 REV B PMA-BHP-PR-PID-4212-004 REV B	1. Inventory volume = blowdown volume for Regen system (Note 1).
		TOTAL				231.40			
06-GAS	SDV 34100 SDV 34101 SDV 34117A	340-V-301 SALES GAS SUCTION SCRUBBER 340-K-302 SALES GAS COMPRESSOR 340-H-303 SALES GAS AFTER COOLER	BDV- 34102	3	Methane	31.00	PMA-BHP-PR-PFD-4311-001 REV 0	PMA-BHP-PR-PID-4213-001 REV B PMA-BHP-PR-PID-4213-002 REV B	1. Inventory volume = blowdown volume for SG train A or B (Note 1).
07-GAS	SDV 34200 SDV 34201 SDV 34217	340-V-401 SALES GAS SUCTION SCRUBBER 340-K-402 SALES GAS COMPRESSOR 340-H-403 SALES GAS AFTER COOLER	BDV- 34202	3	Methane	31.00	PMA-BHP-PR-PFD-4311-001 REV 0	PMA-BHP-PR-PID-4214-001 REV B PMA-BHP-PR-PID-4214-002 REV B	1. Inventory volume = blowdown volume for SG train A or B (Note 1).
08-GAS	SDV 34300 SDV 34301 SDV 34317A	340-V-501 SALES GAS SUCTION SCRUBBER 340-K-502 SALES GAS COMPRESSOR 340-H-503 SALES GAS AFTER COOLER	BDV- 34302	3	Methane	31.00	PMA-BHP-PR-PFD-4311-001 REV 0	PMA-BHP-PR-PID-4215-001 REV B PMA-BHP-PR-PID-4215-002 REV B	1. Inventory volume = blowdown volume for SG train A or B (Note 1).
09-GAS	SDV 34117A SDV 34217 SDV 34317A SDV 41020 SDV 41021	SALES GAS MANIFOLD & IN PLANT METERING	BDV- 34002	3	Methane	13.00	PMA-BHP-PR-PFD-4315-001 REV 0 PMA-BHP-PR-PFD-4316-001 REV 0	PMA-BHP-PR-PID-4216-001 REV B PMA-BHP-PR-PID-4216-002 REV B PMA-BHP-PR-PID-4217-001 REV B	1. Inventory volume = blowdown volume for SG discharge and metering (Note 1).
12-GAS	SDV 41020 SDV 41021 SDV 42001 SDV 42002	SALES GAS PIPELINE - 150M (IN PLANT)		3	Methane	14,000	PMA-BHP-PR-PFD-4316-001 REV 0	PMA-BHP-PR-PID-4217-001 REV B	
13-GAS	SDV 41020 SDV 41021 SDV 42001 SDV 42002	SALES GAS PIPELINE - 350M (OUTSIDE PLANT)		3	Methane	14,000	PMA-BHP-PR-PFD-4316-001 REV 0	PMA-BHP-PR-PID-4217-001 REV B	
14-GAS	SDV 42001 SDV 42002 SDV 42039	340-M-303 DBNGP SALES GAS FLOW CONTROL MODULE 340-U-308 DBNGP SALES GAS METERING MODULE		3	Methane	See Notes	PMA-BHP-PR-PFD-4317-001 REV 0	PMA-BHP-PR-PID-4219-001 REV B PMA-BHP-PR-PID-4219-002 REV B	1. Not included because at DBNGP tie-in.
15-LIQ		330-V-306 REGENERATION GAS KNOCK OUT POT	BDV-33057	1	Condensate	See Notes			1. Included in 04-GAS. 2. Liquid release not modelled due to low inventory.
16-LIQ	SDV 35001 SDV 35002	350-V-316 CONDENSATE STABILISER	BDV- 35007	1	Condensate	2.52	PMA-BHP-PR-PFD-4324-001 REV 0	PMA-BHP-PR-PID-4220-002 REV B	1. Assume condensate stabiliser is 75% full. 2. I.D. and tangent-tangent distances used for vessel volume and 10% added for vessel head.
16-GAS	SDV 35001	350-V-316 CONDENSATE STABILISER	BDV- 35007	3	Methane	6.00	PMA-BHP-PR-PFD-4324-001 REV 0	PMA-BHP-PR-PID-4220-002 REV B	1. Inventory volume = blowdown volume for condensate stabiliser (Note 1).
17-LIQ	SDV 35002	350-H-318 CONDENSATE RUNDOWN COOLER		1	Condensate	2.52	PMA-BHP-PR-PFD-4325-001 REV 0	PMA-BHP-PR-PID-4221-001 REV B	1. Assume release pressure (10bar), temperature (220°C) and inventory volume same as condensate stabiliser.

SCENARIO	Isolation Boundaries	Isolated Inventory	Blowdown valve	MAE Hazard Number	MAE Hazard	Inventory Volume (m3)	PFD drawing number	P&ID drawing number	Notes
18-LIQ	SDV 35031	TANKER AND LOADING ARM		1	Condensate	See Notes	PMA-BHP-PR-PFD-4325-001 REV 0	PMA-BHP-PR-PID-4222-001 REV B	1. Potentially three 40KL tankers on site of which two tankers carried through full from neighbouring facility, credible scenario would be one tanker catching fire. 2. BHPB to advise on frequency on expected transport operation.
19-GAS	SDV 32112 SDV 32157 SDV 32142	COMPRESSOR A 320-V-304 WET GAS 1ST STAGE SUCTION SCRUBBER 320-K-305 WET GAS COMPRESSOR STAGE 1 320-K-308 WET GAS COMPRESSOR STAGE 2 320-H-306 WET GAS 1ST STAGE AFTER COOLER 320-V-307 WET GAS 2ND STAGE SUCTION SCRUBBER 320-H-309 WET GAS 2ND STAGE AFTER COOLER	BDV-32140	3	Methane	83.20	PMA-BHP-PR-PFD-4308-001 REV 0	PMA-BHP-PR-PID-4206-001 REV B PMA-BHP-PR-PID-4206-002 REV B PMA-BHP-PR-PID-4206-003 REV B	
20-GAS	SDV 32210 SDV 32212 SDV 32257 SDV 32242	COMPRESSOR B 320-V-404 WET GAS 1ST STAGE SUCTION SCRUBBER 320-K-405 WET GAS COMPRESSOR STAGE 1 320-K-408 WET GAS COMPRESSOR STAGE 2 320-H-406 WET GAS 1ST STAGE AFTER COOLER 320-V-407 WET GAS 2ND STAGE SUCTION SCRUBBER 320-H-409 WET GAS 2ND STAGE AFTER COOLER	BDV- 32240	3	Methane	83.20	PMA-BHP-PR-PFD-4308-001 REV 0	PMA-BHP-PR-PID-4206-001 REV B PMA-BHP-PR-PID-4206-002 REV B PMA-BHP-PR-PID-4206-003 REV B	
21-GAS	SDV 32310 SDV 32312 SDV 32357 SDV 32342	COMPRESSOR C 320-V-504 WET GAS 1ST STAGE SUCTION SCRUBBER 320-K-505 WET GAS COMPRESSOR STAGE 1 320-K-508 WET GAS COMPRESSOR STAGE 2 320-H-506 WET GAS 1ST STAGE AFTER COOLER 320-V-507 WET GAS 2ND STAGE SUCTION SCRUBBER 320-H-509 WET GAS 2ND STAGE AFTER COOLER	BDV- 32340	3	Methane	83.20	PMA-BHP-PR-PFD-4308-001 REV 0	PMA-BHP-PR-PID-4206-001 REV B PMA-BHP-PR-PID-4206-002 REV B PMA-BHP-PR-PID-4206-003 REV B	
22-GAS	SDV 32157 SDV 32001 SDV 31017 SDV 33065A/B SDV 33015A/B	320-H-305 A/B WET GAS- GAS EXCHANGER (TUBE SIDE) 320-V-319 WET FEED GAS K.O. POT	BDV- 32003	3	Methane	46.50	PMA-BHP-PR-PFD-4307-001 REV 0	PMA-BHP-PR-PID-4205-001 REV B	1. Robye Turner (BHPB) to confirm shell side or tube side.
23-LIQ	SDV 35001	350-V-315 LOW PRESSURE SEPARATOR	BDV- 35006	1	Condensate	2.03	PMA-BHP-PR-PFD-4324-001 REV 0	PMA-BHP-PR-PID-4220-001 REV B	1. Assume condensate interface layer maintained between LLH and LLL (0.1m). 2. Level below weir excluded. 3. Slab of condensate 0.4m deep x 1.3m diameter x 3.9m length.
23-GAS		350-V-315 LOW PRESSURE SEPARATOR	BDV- 35006	3	Methane	6.40	PMA-BHP-PR-PFD-4324-001 REV 0	PMA-BHP-PR-PID-4220-001 REV B	1. Inventory volume = blowdown volume for LP Separator (Note 1).
24-LIQ	SDV 35015 SDV 35017	350-T-401 STABILISED CONDENSATE TANK 350-P-401 CONDENSATE RE-RUN PUMP		1	Condensate	78.00	PMA-BHP-PR-PFD-4325-001 REV 0	PMA-BHP-PR-PID-4221-001 REV B	1. No blowdown. 2. Condensate re-run pump is isolated and not lined up.
25-LIQ	SDV 35015 SDV 35031	350-P-402 CONDENSATE LOADING PUMP		1	Condensate	78.00	PMA-BHP-PR-PFD-4325-001 REV 0	PMA-BHP-PR-PID-4222-001 REV B	1. Leak rate (load out rate from pump) cannot exceed 60m ³ /h. 2. Pool fire scenario based on 5 minutes leak duration. 3. BHPB to advise on frequency on expected transport operation.
26-GAS	SDV 36002 SDV 36015 SDV 36010	360-V-302 FUEL GAS K.O. DRUM 360-H-303 FUEL GAS SUPER HEATER (SHELL SIDE) 360-VH-301 BLACK START ELECTRIC HEATER	BDV- 36004	6	Fuel gas	7.10	PMA-BHP-PR-PFD-4335-001 REV 0	PMA-BHP-PR-PID-4226-001 REV B	1. Inventory volume = blowdown volume for Fuel gas KO drum (Note 1).
30-LIQ 39-LIQ	SDV 39003 SDV 39003	390-T-301 HYDRATE INHIBITOR STORAGE TANK 390-P-301A/B HYDRATE INHIBITOR INJECTION PUMPS 390-F-301A/B HYDRATE INHIBITOR FILTERS		4 4	Methanol Methanol	61.00 See Notes	PMA-BHP-PR-PFD-4334-001 REV 0 PMA-BHP-PR-PFD-4334-001 REV 0	PMA-BHP-PR-PID-4247-001 REV B PMA-BHP-PR-PID-4247-001 REV B	1. Methanol injection pressure is 340bar but flowrate is limited to 10mm tubing. 2. Pump flowrate is limited 0.8m ³ /hr = 0.22L/s. 3. Scenario may result from escalation, event frequency to incorporate failure of non return valve.
41-LG		LPG TANK (LIQUID)		96	Liquefied Petroleum Gas				1. BHPB to advise on frequency on expected transport operation. 2. Three 210kg cylinder.
44-LIQ		METHANOL TANKER		4	Methanol	See Notes			1. BHPB to advise on frequency on expected transport operation.
43-LIQ		FROM HOT OIL DRAIN, PRODUCED WATER SKIMMER, LP SEPARATOR AND CONDENSATE STABILISER		10	Hot oil				1. Pump flowrate of 115m ³ /h at pressure of 35bar and 290°C. Flash point of the system is 260°C. 2. Inventory is the pumped rate x time to detect and trip (5 minutes) plus static inventory of system downstream of WHRUs. 3. Use total hot oil inventory of 20m ³ (HOLD). 4. Hot oil system distributed throughout the plant however end user of oil above flash point are regen gas heater, condensate stabiliser and fuel gas super heater. 5. Oil below flash point and before pump are not modelled.
45-LG		LPG TANKER		96	Liquefied Petroleum Gas				1. BHPB to advise on frequency on expected transport operation. 2. VS to use credible scenario for LPG truck.

NOTES:

1. Blowdown volumes are referenced from Blowdown Rates Comparison Rev E dated 15/08/2011.

Attachment 5 Risk Contours



Figure A5-1: Overall risk contour - current conditions

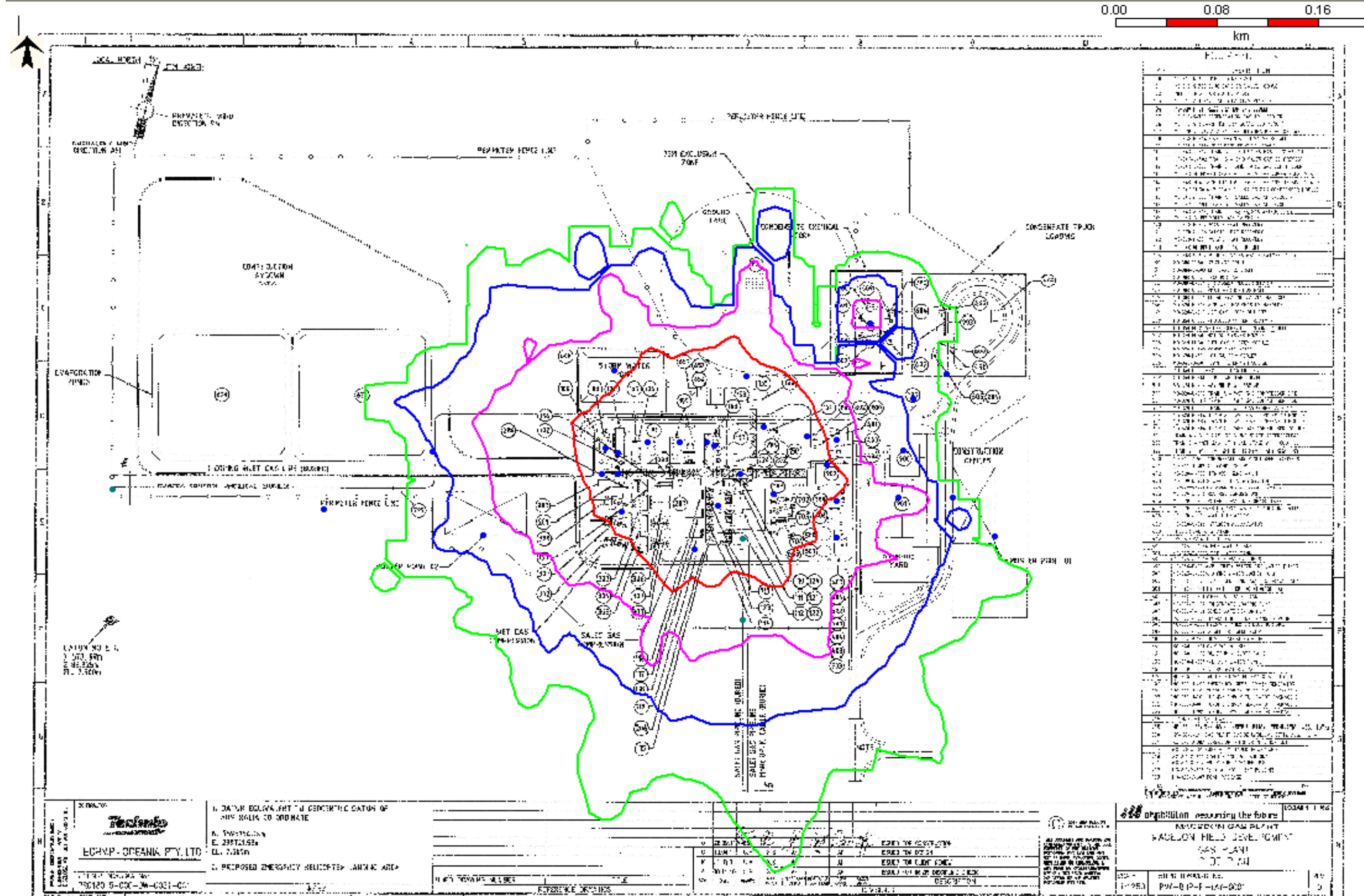


Figure A5-3: Risk contours from gas releases - current conditions

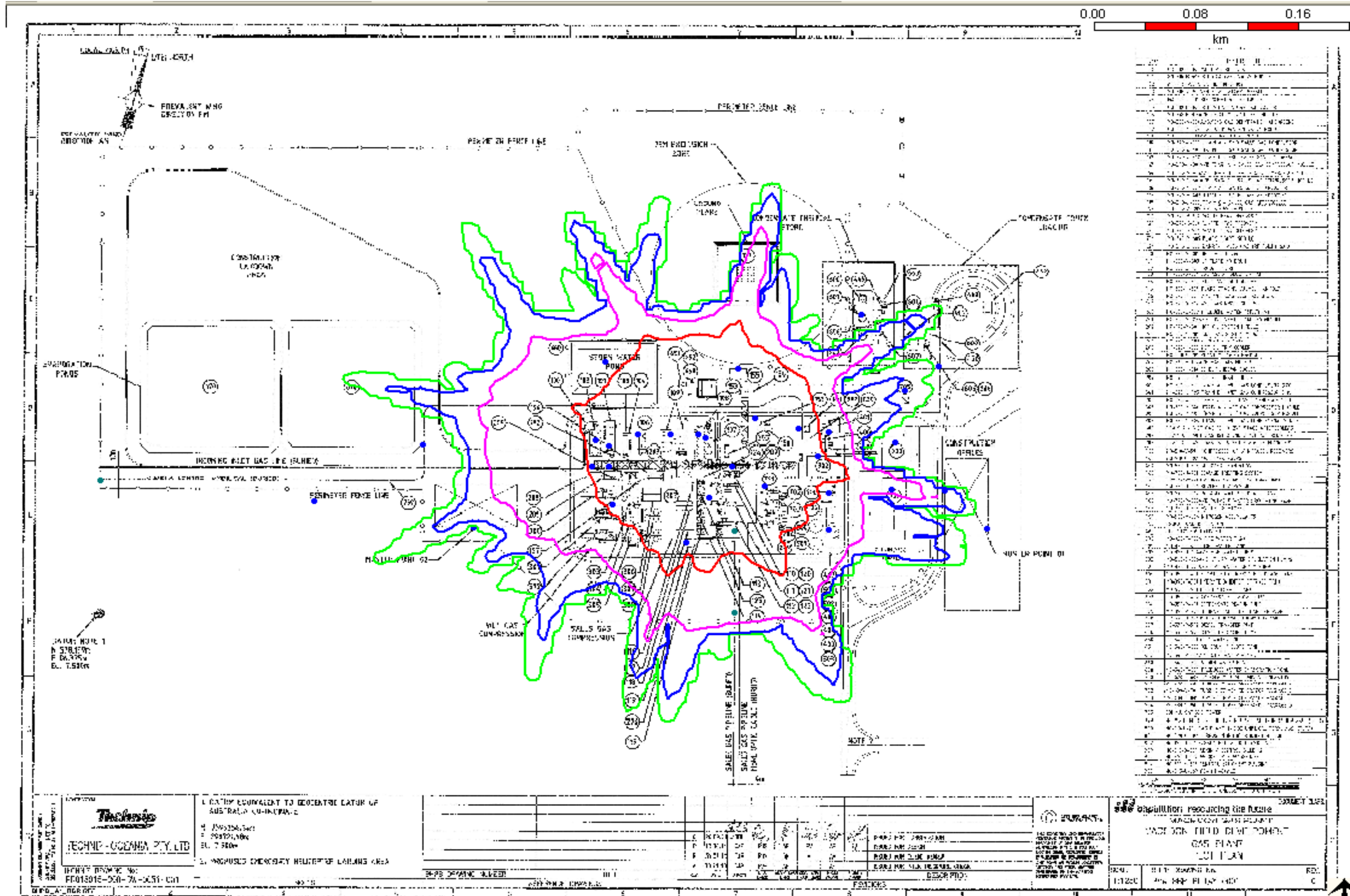


Figure A5-4: Risk contours from gas releases - future conditions

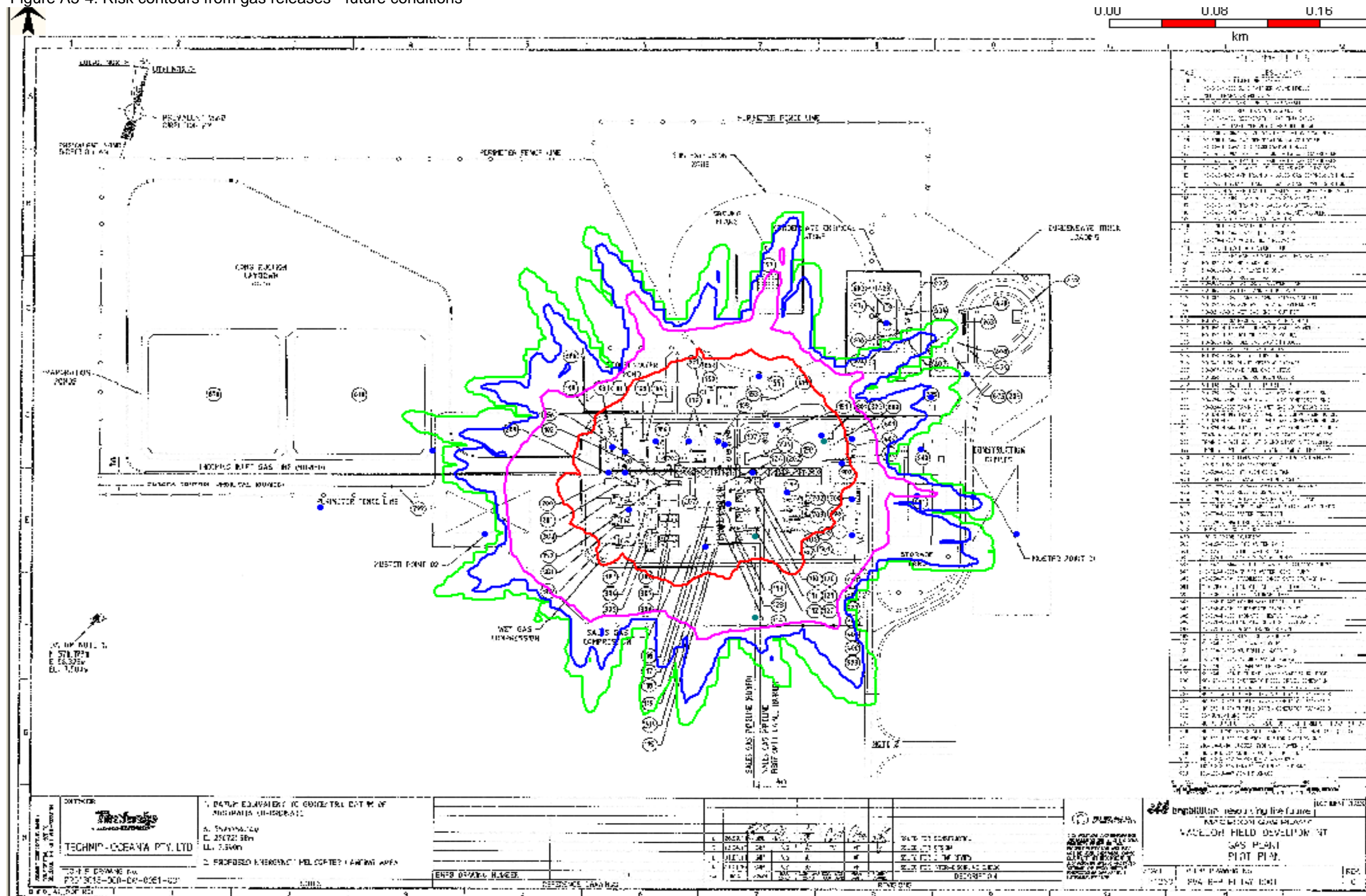


Figure A5-5: Risk contours from liquid releases - current conditions

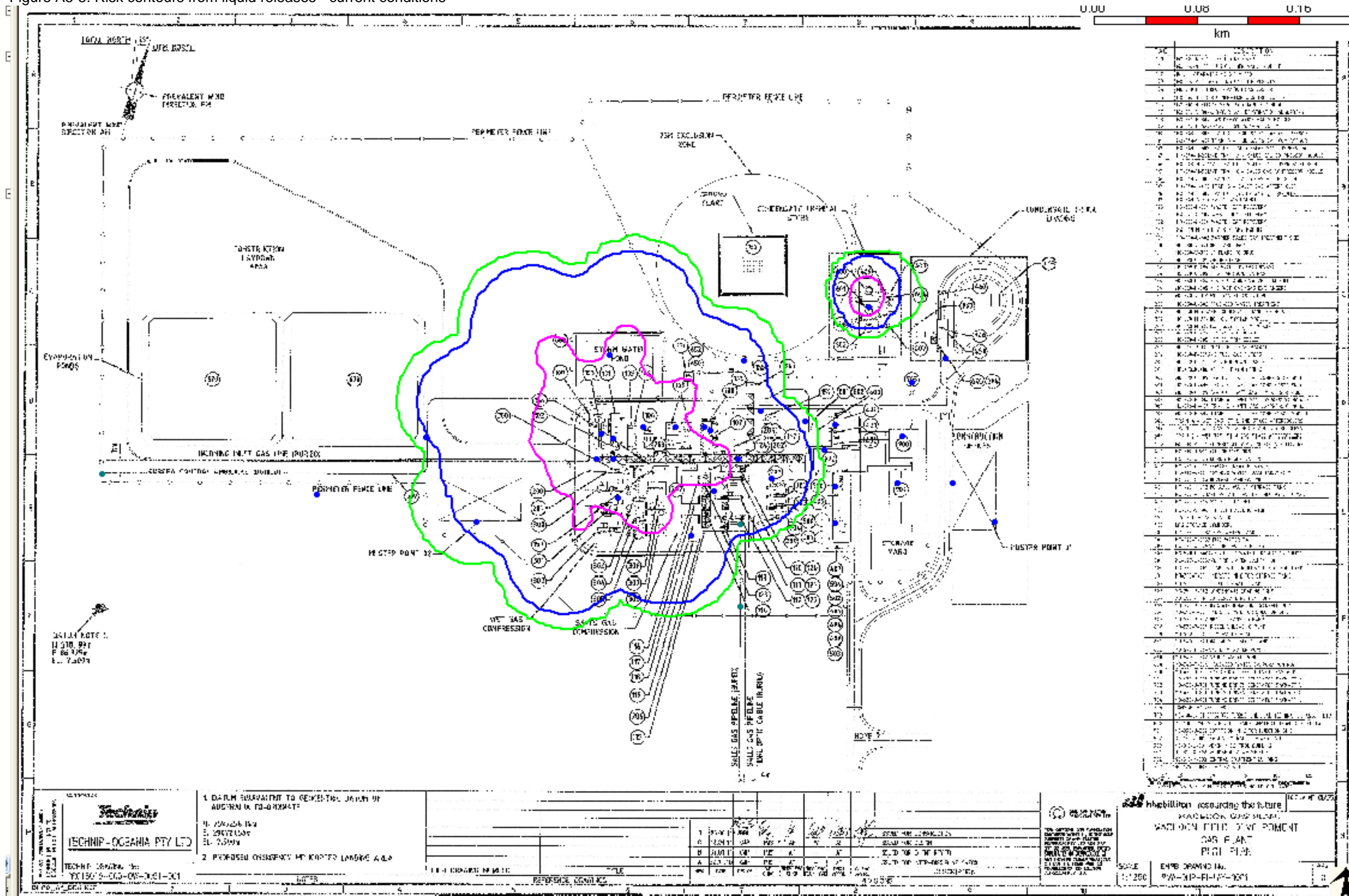


Figure A5-6: Risk contours from liquid releases - future conditions

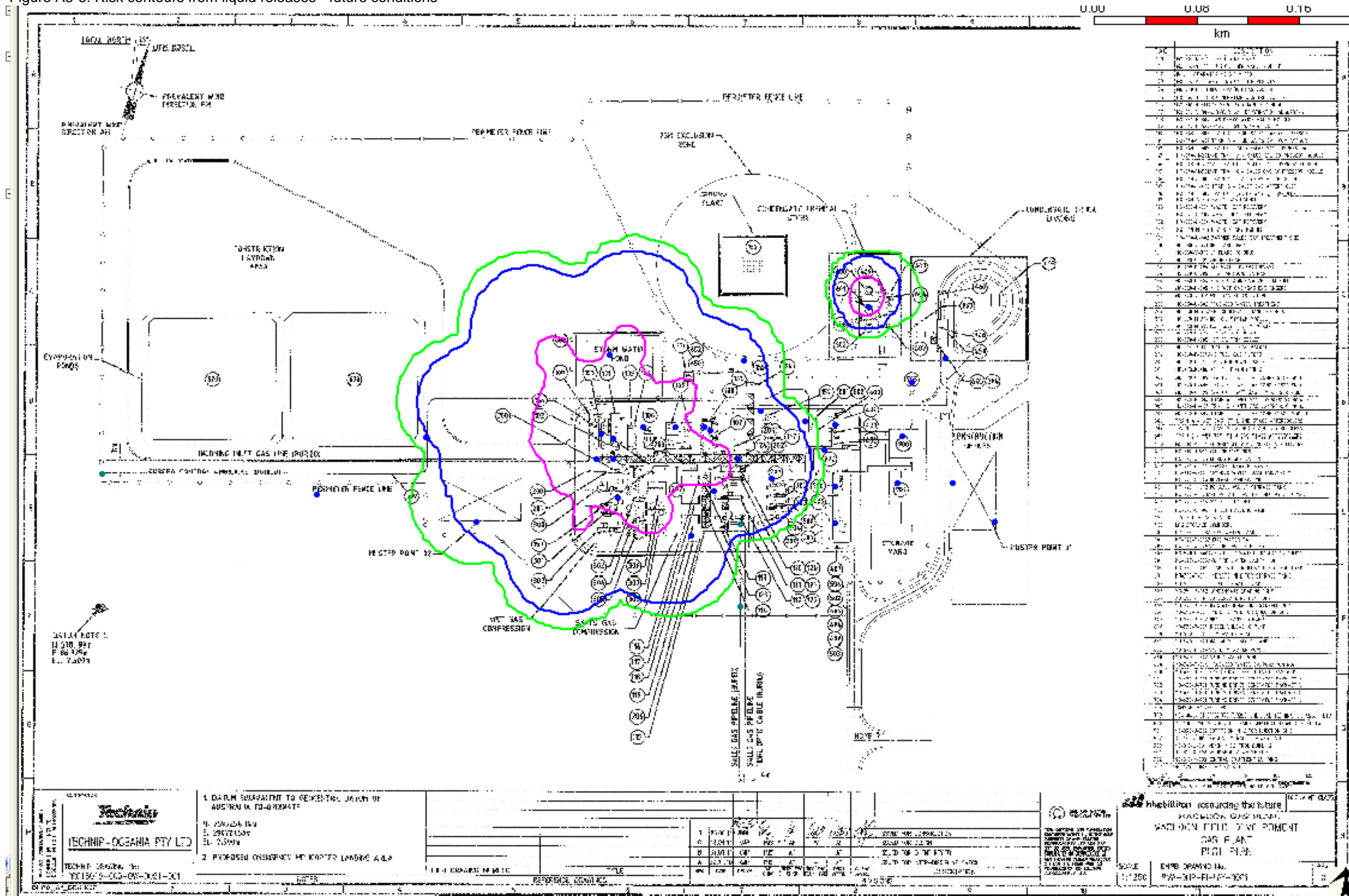


Figure A5-7: Risk contours for pipeline releases - current conditions

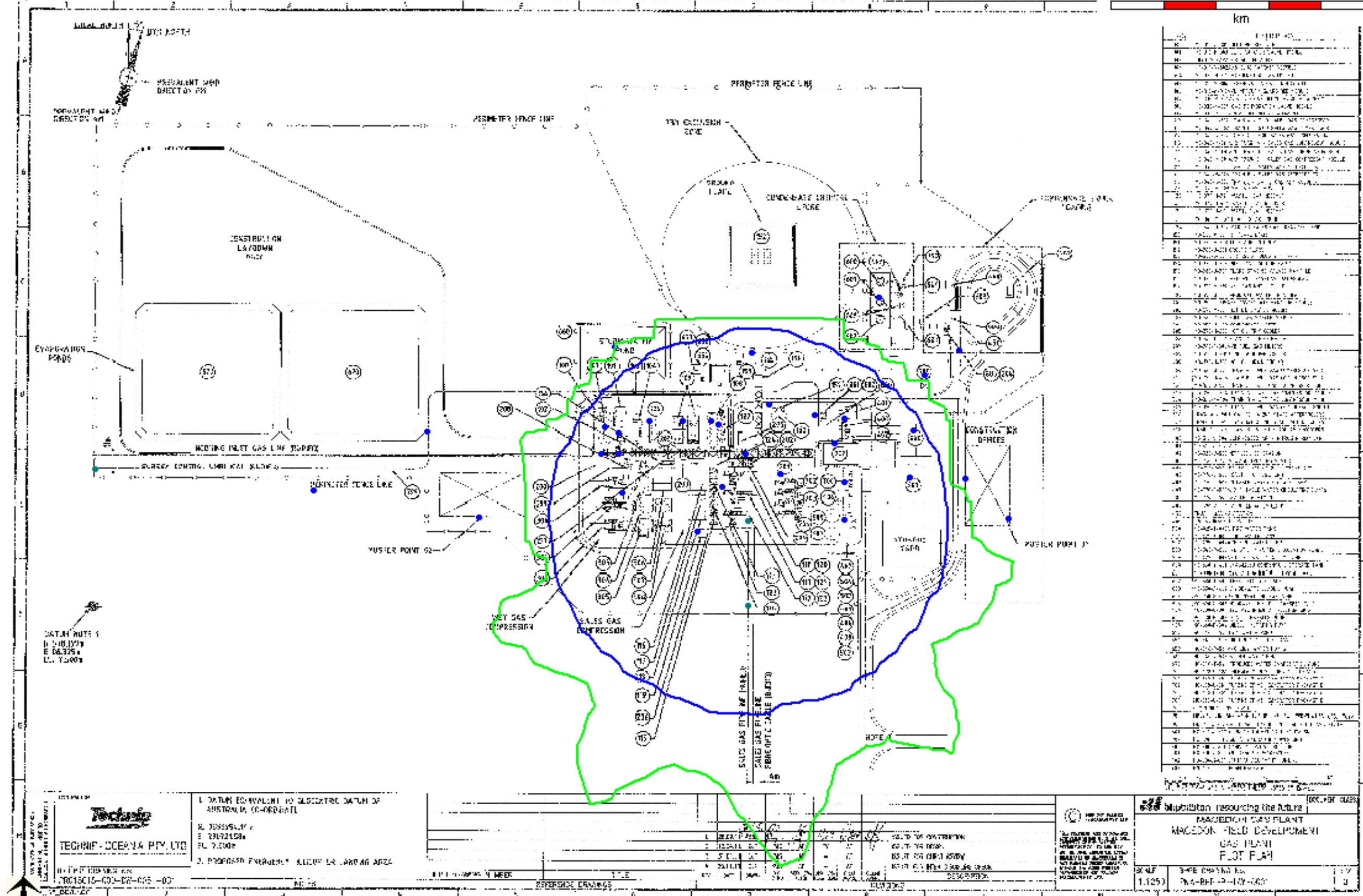
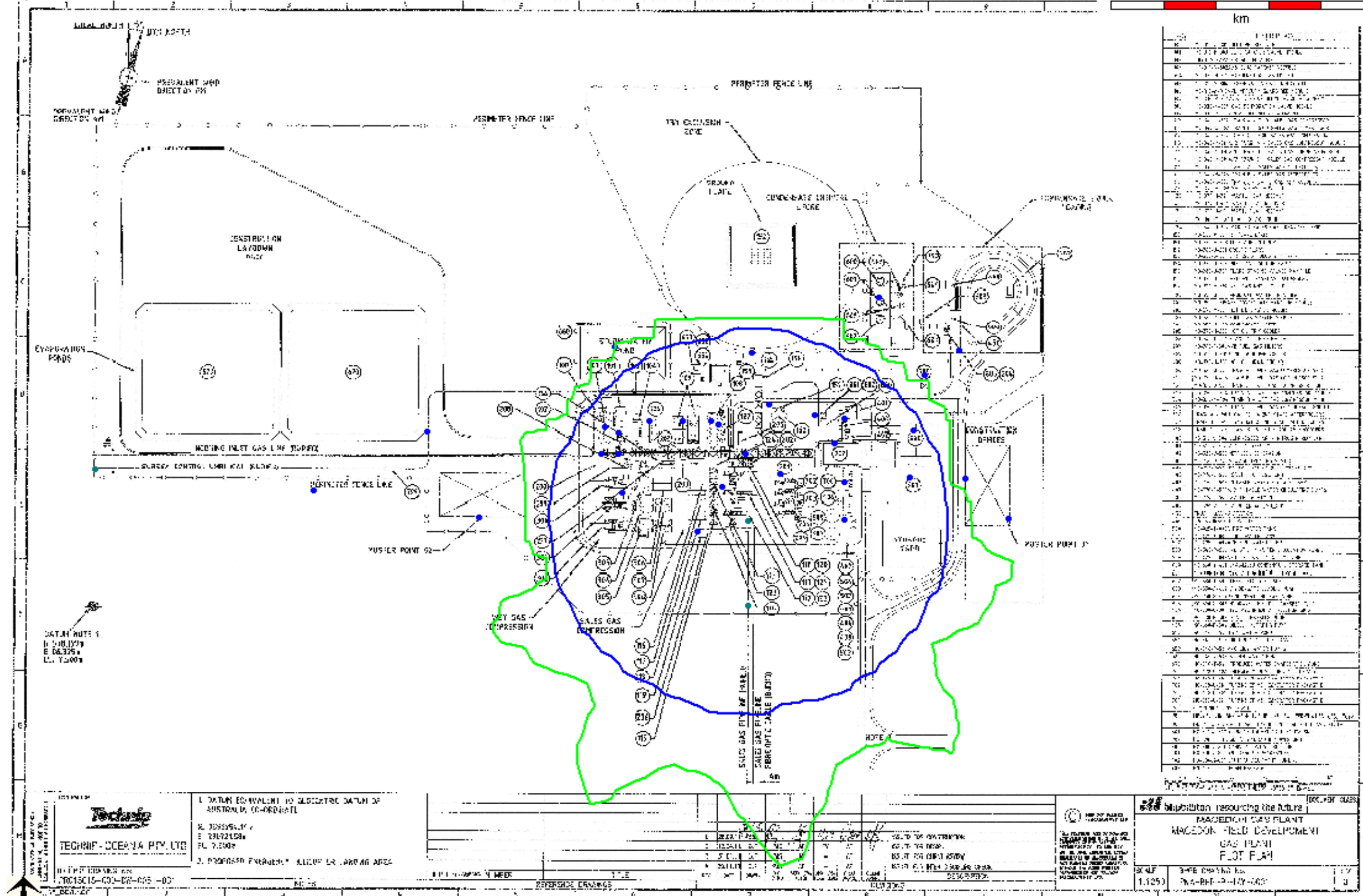


Figure A5-8: Risk contours for pipeline releases - future conditions



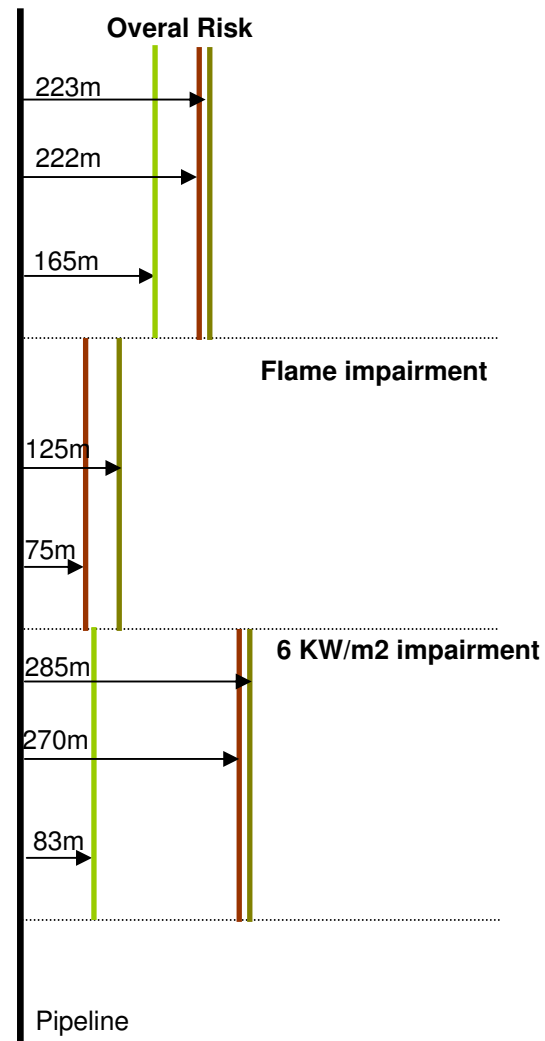
Attachment 6 Pipeline Transects

Revision: 2

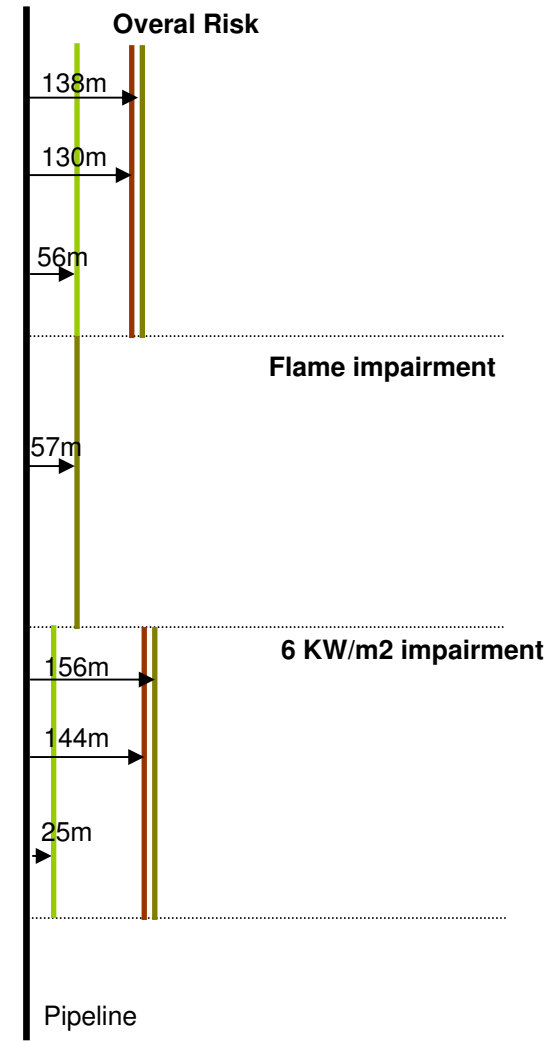
Uncontrolled when printed

26-Oct-12

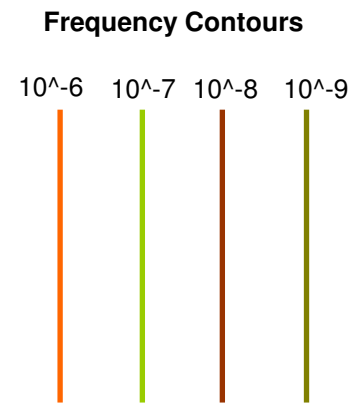
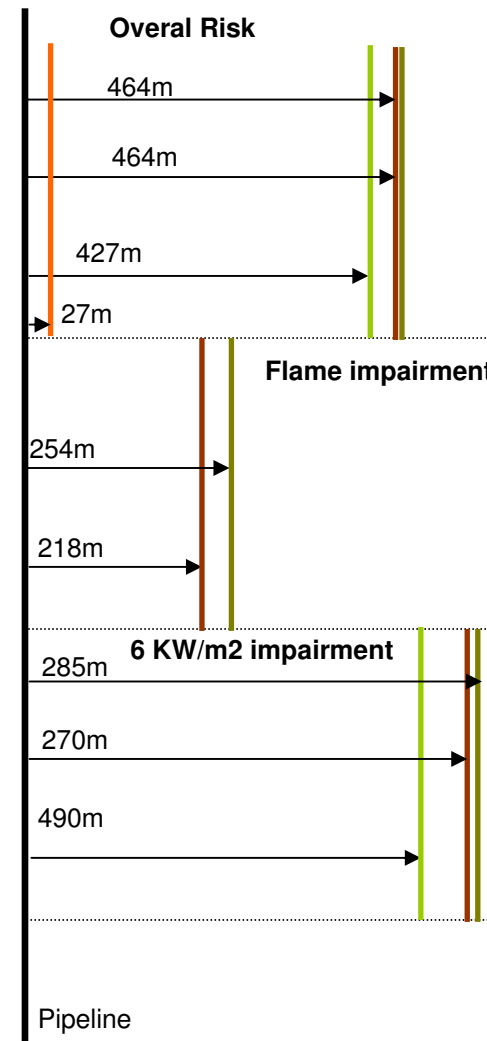
Wet Gas Pipeline (Current)



Wet Gas Pipeline (Future)



Sales Gas Pipeline





SHIRE OF ASHBURTON
 INDEPENDENT RISK REVIEW
 BROLGA ACCOMMODATION CAMP

REVIEW OF RISK TO OCCUPANTS FROM MACEDON DOMESTIC GAS PLANT

November 2013
 91842-AC-TN-X-0001
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ABBREVIATIONS

ALARP	As low as reasonably practicable
ANSIA	Ashburton North Strategic Industrial Area
BHPB	BHP Billiton
BLEVE	Boiling Liquid Expanding Vapour Explosion
CEO	Chief Executive Officer
DBNGP	Dampier to Bunbury Natural Gas Pipeline
EPA	Environmental Protection Act
FB	Full Bore
FEA	Fire and Explosion Analysis
FN	Frequency – Number Curves
HIPAP	Hazardous Industry Planning Advisory Paper No 4
LFL	Lower Flammability Limit
LNG	Liquefied Natural Gas
LOC	Loss of Containment
LSIR	Location Specific Individual Risk
MAE	Major Accident Event
MGP	Macedon Gas Plant
MUAIC	Multi-User Access Infrastructure Corridor
NSW	New South Wales
QRA	Quantitative Risk Assessment
TWA	Transient Workforce Accommodation
UK	United Kingdom
WA	Western Australia

1.0 SUMMARY

Chevron Australia Pty Ltd (Chevron) has lodged an application for planning approval with the Shire of Ashburton seeking sole occupancy of BHP Billiton (BHPB) Petroleum's Macedon Transient Workforce Accommodation camp (TWA) to be used by Chevron Australia's Wheatstone construction and commissioning / maintenance workers. The camp consists of 380 beds, associated facilities and services. Consequently, Chevron has renamed the Macedon camp to Brolga camp (Brolga).

The Shire requires that within 14 days of the appointment of a consultant, the Chief Executive Officer (CEO) of the Shire of Ashburton is provided with an independently derived risk assessment.

Consequently, the Shire of Ashburton has requested Granherne Pty Limited (Granherne) to provide an independently derived risk assessment that specifically addresses the reasonable risk of siting a 100% occupied camp within one kilometre (1 km) of the BHPB Macedon Gas Plant (MGP).

Granherne has undertaken a review of the MGP risk assessment performed by BHPB and assessed the results for potential impact to personnel at the Brolga TWA. Below are key findings and recommendations:

1.1 Key Findings

The separation distance between the Brolga accommodation camp and the Macedon domestic gas plant is 1 km which is less than the recommended buffer distance of 2 km between industry involving oil and gas refining and areas of sensitive land use.

From the Quantitative Risk Assessment (QRA) results (Ref. 2), the location specific individual risk (LSIR) to personnel at the Brolga TWA camp from the MGP is below 1×10^{-7} per year and expected to be below 1×10^{-8} per year (although this risk contour has not been quantified). Therefore the risk posed to personnel at the Brolga camp from the MGP is deemed to be negligible in accordance with Environmental Protection Act (EPA) individual risk criteria guidelines. Note that the EPA considers that a risk level below one in a million per year is so small as to be acceptable for residential areas and the calculated risk within the QRA (Ref. 2) is at least an order of magnitude below this.

An assessment of societal risk at the accommodation camp, taking into account the potential for a single incident at the MGP to affect large numbers of personnel (up to 380 personnel) has been made based on the information presented in the QRA (Ref. 2) and application of the New South Wales (NSW) Government Planning Criteria (Ref. 7). An incident with the potential to result in multiple fatalities at a frequency of below 1×10^{-8} per year at the camp would be deemed to be negligible. Whilst the 1×10^{-8} / year risk contour has not been quantified within the QRA, the 1×10^{-7} per year contour occurs marginally beyond the MGP boundary and Granherne expects that the 1×10^{-8} / year contour would occur slightly beyond that but still within close proximity of the MGP boundary (refer to Figure 4.1). On this basis, Granherne concludes that the societal risk to personnel at the Brolga camp is negligible.

In addition to the QRA report, Granherne has reviewed the Fire and Explosion Assessment (FEA) (Ref. 3) and screened the results to determine the maximum hazardous range from incidents occurring at the MGP. Granherne has not found any scenarios identified within the FEA which could result in life threatening conditions at the Brolga TWA accommodation camp. The incident with the maximum hazard radius is a flammable gas release from the Sales Gas Pipeline which could create a flammable hazard at up to 464 m from the MGP.

The study has not assessed the effects of nuisance emissions, noise effects, dust or other welfare related interactions between the MGP and the Brolga accommodation camp. However given the separation distance between the camp and the MGP, it is expected that conditions would not be unacceptable.

1.2 Conclusions and Recommendations

Granherne concludes that the risk posed to personnel at the Brolga camp from the MGP is negligible, being at least one order of magnitude below that which the EPA considers to be so small as to be acceptable for residential areas. Therefore Granherne does not see any reason on safety grounds why the camp should not continue to accommodate personnel with the proposed transfer of ownership.

The risk assessment has been based on the risk from the MGP and its associated facilities and assumes no risk contribution from the Wheatstone project. Therefore it is recommended that further assessment would be needed if the camp continues to be used post Wheatstone start-up.

It is noted from the QRA (Ref. 2) that the MGP exports by road small amounts of produced condensate (between 250 and 3,200 litres per day). The risk to personnel from transport incidents has been identified as a major accident event (MAE) within the QRA and has been quantified as being low but not statistically insignificant. This needs to be managed by an appropriate transport management plan and might need to be reviewed in light of the planned transfer of ownership of the Brolga TWA camp. Note however that the risk of loss of containment from flammable liquid road tankers is statistically low (in the order of 10^{-8} per vehicle km, Ref.8). Therefore any transport risk is mainly due to the volume and scheduling of road traffic in general, rather than the products being transported.

The Brolga accommodation camp needs to be advised of excursions from normal operation at the MGP that could interact or cause disruption to personnel at the Brolga camp. For example, during periods of campaign maintenance where noise, dust or other welfare related disruption could occur. Therefore an agreed and appropriate communication protocol needs to be in place.

2.0 INTRODUCTION

The Brolga Transient Workforce Accommodation camp (Brolga TWA), formerly Macedon TWA, has been developed and used by BHP Billiton (BHPB) construction workforce to construct the Macedon Gas Plant (MGP). It is situated on the western side of the Multi-User Access Infrastructure Corridor (MUAIC) and to the south of the proposed Scarborough Liquefied Natural Gas (LNG) plant site.

The land on which the Brolga TWA is located is included in the Ashburton North Strategic Industrial Area (ANSIA), and together with the MGP, is located on Lot 500 approximately 1000 m (1 km) apart (Ref. 1). Figure 2.1 shows the location of the Brolga TWA. Approximately 2 km north of the TWA, the Wheatstone LNG Plant is being constructed covering major earthworks, services, and roads. Onslow Salt's crystalliser ponds are located to the east of "Old Onslow" and the Ashburton River located to the west.

The ANSIA covers an area of approximately 8000 hectares (80 km²) and represents a possible hydrocarbon gas hub of both state and national significance (Ref. 1). More specifically, the location is Chevron's site for the Wheatstone LNG project and potentially by the Exxon-Mobil / BHPB consortium for its Scarborough LNG project.

Figure 2.1
Brolga TWA



As the Brolga TWA is currently run by BHPB, Chevron has submitted planning approval to the Shire of Ashburton to change the use of the Brolga TWA from a BHPB Macedon construction and commissioning / maintenance workforce accommodation to one that will be used and managed by Chevron's Wheatstone construction and commissioning / maintenance workforce.

Prior to granting approval, the Council has engaged the services of Granherne to undertake an independent review of risk to personnel at the Brolga TWA if it is fully occupied once the MGP is operational, and to advise of any adverse and unacceptable risk to personnel at the accommodation camp caused by MAEs occurring at the MGP.

2.1 Objectives

The objectives of this risk assessment are to:

- Undertake a Peer review of BHPB's (QRA) (Ref. 2) to determine whether the QRA report has addressed:
 - Appropriate Australian Standards, International and known Operational Standards associated with the safe distance of residential accommodation from a gas plant resembling the MGP;
 - The safety of residents and visitors in the accommodation camp, given the proximity of the camp to the MGP;
 - Whether the Operator of the Brolga Camp has any influence as to the operation of the MGP (or vice versa), and whether this has any impact on the occupation of the Brolga Camp / operation of the MGP; and
- Based on the risk assessment of the Peer review:
 - Advise the council as to the risk to residents and visitors in allowing the Brolga TWA to operate in the current location having due regard to its proximity to the MGP; and
 - Recommend to the council as to the appropriateness or otherwise of allowing the Brolga Camp to operate in the current location having due regard to its proximity to the MGP.

2.2 Scope

The scope of the risk assessment is to undertake a Peer review of BHPB's QRA (Ref. 2) and the Fire and Explosion Assessment report (FEA) (Ref. 3) and to consider the risk from loss of containment (LOC) of hydrocarbon to personnel at the Brolga TWA from:

- Incidents occurring at the MGP;
- LOC from both wet gas pipeline and Sales Gas Pipeline; and
- LOC from the Dampier to Bunbury Natural Gas Pipeline (DBNGP) metering facilities.

The scope does not include considerations of occupational health effects such as exposure to toxic fumes, noise or other non-lethal scenarios.

Granherne assumes that data presented in BHPB's QRA (Ref. 2) and the FEA (Ref. 3) have been correctly executed and reflect the expected operating conditions at the MGP. Consequently, Granherne has not undertaken further risk and consequence modelling to validate findings of the BHPB documents.

2.3 Methodology

The work has been executed according to the following methodology:

- Review appropriate guidelines;
- Compare guidelines against available data;
- Identify interactions and independencies; and
- Summarize key findings and make recommendations.

3.0 REVIEW OF AUSTRALIAN, INTERNATIONAL AND KNOWN OPERATIONAL STANDARDS

3.1 General

Within Western Australia (WA), the Environmental Protection Authority (EPA) provides guidance on assessing the acceptability or risks imposed on the community through new hazardous industry. In addition to specifying safe separation distances between industrial and sensitive land uses, the guidance advocates the use of quantitative risk assessment and guidelines to assess the acceptability of fatal risk from new installations. The guidance also describes the use of F-N (frequency – number of fatalities) type assessment to review societal risk where large numbers of personnel could potentially be exposed, but does not describe quantitative criteria. Therefore to allow societal risk to be assessed, use has been made of the criteria currently applied in NSW (Ref. 7).

A review of the EPA guidelines and an assessment of the risk posed by the MGP has been made. An assessment of the societal risk has been made with reference to criteria currently applied in NSW (Ref. 7).

Based on the experience of Granherne, the guidance criteria advocated by the EPA and NSW Government for planning purposes are similar to criteria used in other countries (for example the United Kingdom (UK) and Netherlands and therefore deemed to be aligned with good international practice.

3.2 EPA Guidelines

3.2.1 Guidance for the Assessment of Environmental Factors - Separation Distances between Industrial and Sensitive Land Uses

The Guidance for Assessment of Environmental Factors (Ref. 4) “specifically addresses generic separation distances between industrial and sensitive land uses to avoid conflicts between these land uses. It takes into account protection of the environment as defined by the *Environmental Protection Act 1986 (EPA)* (Ref. 5) with a focus on protecting sensitive land uses from unacceptable impacts on amenity that may result from industrial activities, emissions and infrastructure”. The document further states that “the EPA considers offsite individual risk, as outlined in the *EPA Guidance Statement No. 2 Risk Assessment and Management: Offsite Individual Risk from Hazardous Industrial Plant* (Ref. 6), when assessing new hazardous plants”.

Appendix 1 of this guidance (Ref. 4) provides the minimum separation distances for consideration of buffers to manage off-site impacts on the environment. In particular, the Guidance specifies that:

- *For an industry involved in Oil and Gas refineries, i.e. where crude oil or condensate is refined or processed, the buffer distances should be 2,000 metres (2 km) (Ref. 4).*

The EPA qualifies this stipulation by stating that “where the separation distance is less than the generic distance, a specific study based on the site and industry specific information must be presented to demonstrate that a lesser distance will not result in unacceptable impacts” (Ref. 4).

3.2.2 Guidance for the Assessment of Environmental Factors – Guidance for Risk Assessment and Management: Offsite Individual Risk from Hazardous Industrial Plant

This Guidance “specifically addresses off-site individual risk criteria for fatalities from hazardous industrial plant. The Guidance provides information which the EPA will consider when assessing proposals where off-site risk is a relevant environmental factor in an assessment to ensure the off-site individual risk from new hazardous industrial plant is assessed and managed to assure public safety” (Ref 6).

Consequently, the EPA has set the following off-site individual risk criteria for fatalities from industrial plant producing hazardous material at the following levels:

- (a) *A risk level in residential areas of one in a million per year or less (1×10^{-6} / year), is so small as to be acceptable to the EPA;*
- (b) *A risk level in “sensitive developments”, such as hospitals, schools, child care facilities and aged care housing developments, of one half in a million per year (0.5×10^{-6} / year) or less is so small as to be acceptable to the EPA;*
In the case of risk generators within the grounds of the “sensitive developments” necessary for the amenity of the residents, the risk level can exceed the risk level of one half in a million (0.5×10^{-6} / year) up to a maximum of one in a million per year, for areas that are intermittently occupied, such as garden areas and car parks;
- (c) *Risk levels from industrial facilities should not exceed a target of fifty in a million per year (50×10^{-6} / year) at the site boundary for each individual industry, and the cumulative risk level imposed upon an industry should not exceed a target of one hundred in a million per year (100×10^{-6} / year);*
- (d) *A risk level for any non-industrial activity or active open space located in the buffer areas between industrial facilities and residential industry of ten in a million per year (10×10^{-6} / year) or less, is so small as to be acceptable to the EPA; and*
- (e) *A risk level for commercial developments, including offices, retail centres, showrooms, restaurants and entertainment centres, located in the buffer areas between industrial facilities and residential areas, of five in a million per year (5×10^{-6} / year) or less, is so small as to be acceptable to the EPA.*

3.3 Other Guidelines – Hazardous Industry Planning Advisory Paper No. 4

NSW (Ref. 7) applies similar criteria for LSIR and also provides quantitative guidance for societal risk. Given that current editions of the EPA documents (Ref. 4 and Ref.6) do not have guidance yet established for the assessment of societal risk, the Hazardous Industry Planning Advisory Paper (HIPAP) No. 4 guidelines (Ref.7) have been reviewed for appropriate societal risk criteria against which to assess the Brolga camp and its proximity to the MGP.

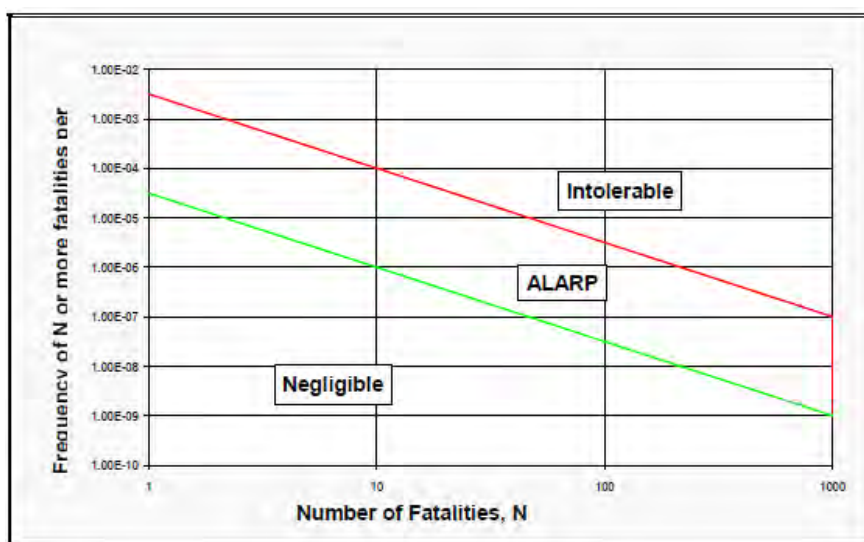
Societal risk evaluation is concerned with estimation of the chances of more than one individual being harmed simultaneously by an incident. The likelihood of the primary event (an accident at a major hazard plant) is still a factor, but the consequences are assessed in terms of level of harm and the numbers affected (severity), in order to provide an idea of the scale of an accident in terms of numbers killed or harmed.

Societal risk is dependent on the risks from the substances and processes located on a major hazard installation. A key factor in estimating societal risk is the population around the site, in particular its location and density. For example, the more (occupied) buildings in any particular area, the more people could be harmed by a flash fire or vapour cloud explosion passing through that area. For an installation with a population located in a specific direction, the chance of fire exposure would depend on the probability of gas cloud drift in that direction.

The FN curve plot is cumulative in the sense that, for each frequency, N is the number of casualties that could be equaled *or exceeded*. Often 'casualties' are defined in a risk assessment as fatal injuries, in which case N is the number of people that could be killed by the incident.

With regard to the Brolga TWA, where up to 380 personnel could be exposed to a single incident, a negligible risk frequency would be in the order of 1×10^{-8} / year. Above this risk level, the ALARP (As Low as Reasonably Practicable) region signifies the level of risk which is tolerable, provided that all reasonably practicably risk reduction measures have been implemented. Above a frequency of around 1×10^{-6} per year for large numbers of casualties, the risk would be deemed intolerable.

Figure 3.1
Societal Risk F-N Criteria



4.0 PEER REVIEW AND COMPARISON AGAINST CRITERIA

4.1 Buffer Zone Criteria

EPA guidelines (Ref. 4) provide the following advice with regard to separation distances between industrial and sensitive land uses:

- For an oil and gas refinery, where crude oil or condensate or processed oil or gas is undertaken, the buffer distance is 2,000 m.

Taking the criteria for distances into consideration, the separation distance of 1,000 m between the MGP and Brolga TWA as outlined in Attachment 1 (Ref. 1) falls short of the 2,000 m stipulation. Specifically, Attachment 1 states that “the TWA and the MGP are both located on Lot 500 approximately 1,000 m apart (1 km)”. The separation distance is less than the recommended buffer distance; however, BHPB has undertaken technical studies (ORA (Ref. 2)) to assess the risk to personnel at the MGP and this has been used to draw conclusions concerning the level of risk to personnel at the Brolga TWA camp.

4.2 QRA Review – Industrial Risk Criteria

The EPA has set the following off-site individual risk criteria for fatalities from industrial plant producing hazardous material and is relevant to this study at the following levels (Ref. 6):

- A risk level in residential areas of one in a million per year or less (1×10^{-6} / year), is so small as to be acceptable to the EPA; and*
- A risk level in “sensitive developments”, such as hospitals, schools, child care facilities and aged care housing developments, of one half in a million per year (0.5×10^{-6} / year) or less is so small as to be acceptable to the EPA.*

Overall risk contour plots have been prepared by BHPB showing the risk contours down to 1×10^{-7} / year once the Macedon Plant is operational and producing gas. The analysis has been done for current and future conditions when gas arrival pressures may be lower and additional compression equipment at the site may be installed. Overall risk contours for the Current Conditions and Future Conditions are shown in Figure 4.1 and Figure 4.2.

Figure 4.1 shows the overall risk contour for the current conditions around the MGP. The green line represents the 1×10^{-7} / year risk contour and the blue line represents the 1×10^{-6} / year risk contour. It can be seen that the overall risk contour is demonstrably low compared to the criteria set by the EPA of 1×10^{-6} / year.

Similarly, Figure 4.2 shows the overall risk contour around the MGP for the future condition. The green line represents the 1×10^{-7} / year contour for the future condition and similarly, the risk at the Brolga camp is demonstrably negligible by EPA guidelines.

Note that a legend has not been provided in either Figure 4.1 or Figure 4.2 showing the magnitude of the risk contours. However, Figure 4.5 does provide similar contours which are accompanied by a legend and it has been interpreted that the risk contour values are the same.

Figure 4.1
Overall Risk Contour – Current Conditions

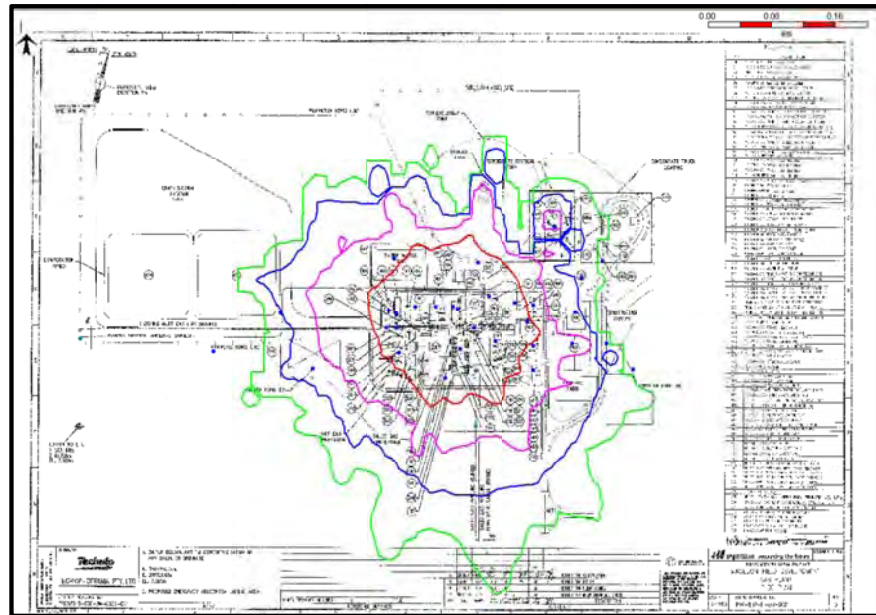
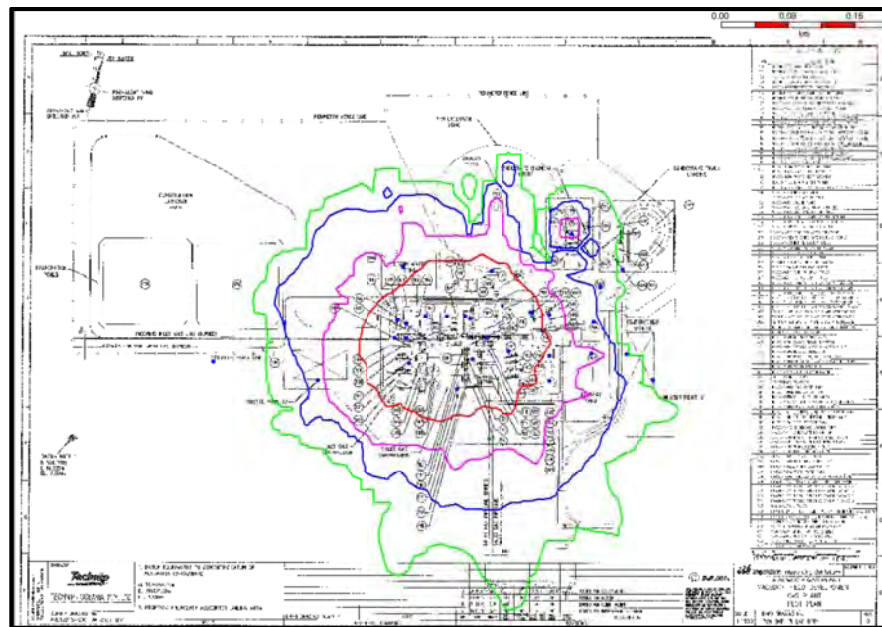


Figure 4.2
Overall Risk Contour – Future Conditions



4.3 QRA Review – Societal Risk

Societal risk is dependent on the risks from the substances and processes located on a major hazard installation. A key factor in estimating societal risk is the population around the site, in particular its location and density. For example the more (occupied) buildings in any particular area, the more people could be harmed by a flash fire or vapour cloud explosion passing through that area. For an installation with a population located in a specific compass direction, the chance of fire exposure would depend on the probability of gas cloud drifting in that direction.

Interpretation of Figures 4.1 and 4.2 above suggests that, although it has not been calculated, the 1×10^{-8} per year contour would lie reasonably close to the MGP site and would not extend anywhere as far as the 1km distance to the Brolga camp. Therefore, through application of the societal risk guidelines presented in Figure 3.1 it can be concluded that there is negligible societal risk exposure at the Brolga camp.

4.4 Fire and Explosion Assessment Review

A FEA (Ref. 3) report was prepared by BHPB in order to document and analyse fire and explosion of MAEs that could occur at the Macedon facilities.

The study assessed the severity of loss of containment incidents and their consequences if ignited including:

- Jet fire scenarios;
- Pool fire scenarios;
- Flash fire scenarios;
- Vapour cloud explosion scenarios; and
- Boiling Liquid – Expanding Vapour Explosions (BLEVE).

The results of the analysis were then compared against known vulnerability criteria, including those threshold values for thermal radiation and explosion blast effects that could signify the onset of immediate fatalities.

These values have been screened by Granherne to determine whether any incidents identified could potentially lead to fatalities at the Brolga camp (i.e. were there any scenarios where the hazard radii could approach or exceed 1km).

In addition, thermal radiation levels at lower values that could cause disruption at the camp (e.g. through discomfort or impairment of escape / access ways) were also reviewed.

The criteria for heat radiation as given in HIPAP (Ref. 7), is summarised below:

- 1.2 kW/m² heat radiation level is considered the minimum to cause pain after 1 minute; and
- 4.7 kW/m² heat radiation level is considered high enough to trigger the possibility of injury for people who are unable to be evacuated. It may cause pain in 15 – 20 seconds and injury after 30 seconds exposure.

Table 4.1 provides radiation data on potential jet fire scenarios for various inventories of flammable materials handled on site. The heat flux of particular interest is the 4.7 kW/m². HIPAP (Ref. 7) suggests “that the incident heat flux at residential and sensitive use areas should not exceed 4.7 kW/m² at a frequency of more than 50 chances in a million per year.

From review of the FEA, the maximum distance to 4.7kW/m² is 340 m from the MGP and this corresponds to a LOC and full-bore release jet fire from the 20 inch Wet Gas Pipeline.

Table 4.1
Heat Radiation Levels

Current Case - Jet Fire					
Isolated Inventory	Hazard	Wind Speed (m/s)	Hole Size (mm)	Distance to radiation levels (m)	
				1.2 kW/m ²	4.7 kW/m ²
20-inch Wet Gas Pipeline	Jet Fire	2	FB	360	340
20-inch Wet Gas Pipeline	Jet Fire	2	100	155	130
Slugcatcher & Inlet Separator (future conditions)	Jet Fire	2	100	165	155
Separation - Adsorber & Regen	Jet Fire	2	100	160	135

Clearly none of the jet fire scenarios are capable of creating significant radiation at the Brolga camp. As pool fires are more localised than jet fires, the thermal radiation distances are much less and are restricted to the confines of the MGP site boundary.

Table 4.2 shows the maximum extent of flash fires from handling of methane gas at the MGP. The distance to 50% Lower Flammability Limit (LFL) is 210 m. People within this cloud radius have the potential to be exposed to life threatening radiation or could sustain severe injuries at the moment of ignition. However, given the separation distance of 1000 m, personnel at the Brolga TWA will be unaffected by flash fire scenarios.

Table 4.2
Flash Fire Distance

Current Case - Flash Fire				
Isolated Inventory	Hazard	Wind Speed (m/s)	Hole Size (mm)	Distance to 50% LFL (m)
Separation - Adsorber & Regen	Flash Fire	10	100	210

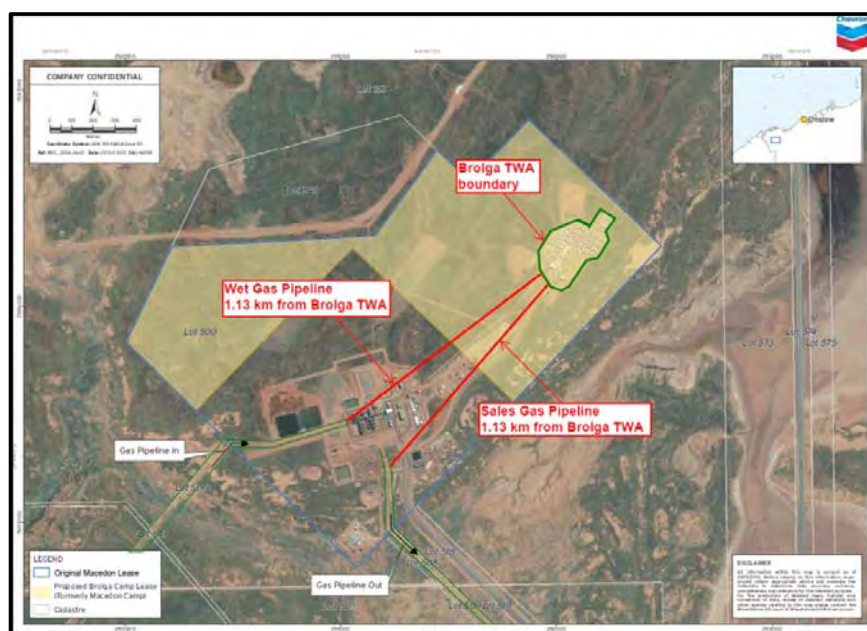
4.4.1 Risk from Pipeline Transects – Wet and Sales Gas Pipelines

Gas is supplied to the MGP via a 20 inch 15 km wet gas pipeline. There is also a 20 inch 65 km sales gas export pipeline from the gas plant to a tie-in on the DBNGP.

Figure 4.3 shows the distances between the 20 inch pipeline and the Broilga TWA, and between the Sales Gas Pipeline and the Broilga TWA. Their respective distances are 1.13 km.

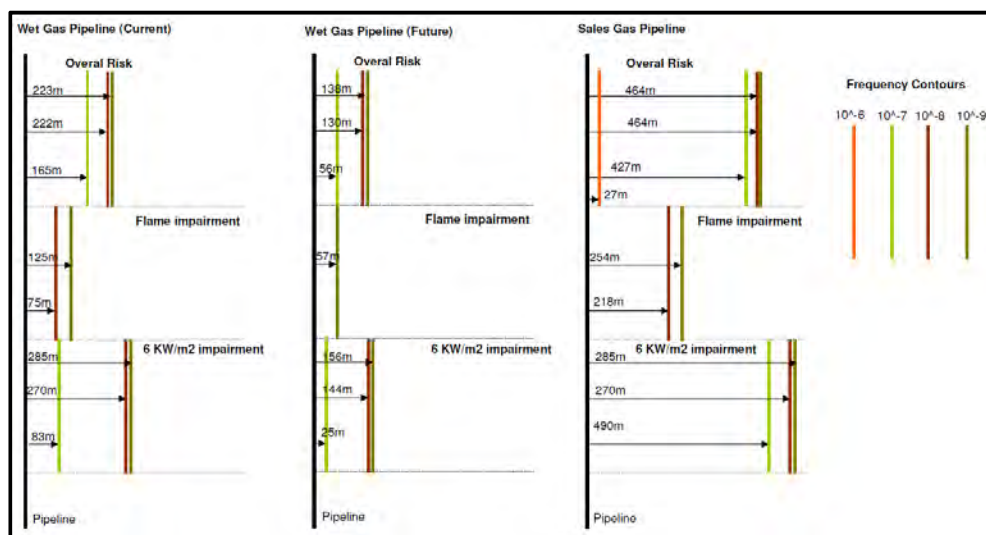
Figure 4.4 presents the wet gas and Sales Gas Pipeline risk transects for the current and future conditions. From the Figure, it is evident that gas dispersion from a release from the Sales Gas Pipeline would travel a maximum distance of 464 m with an associated LSIR frequency of 10^{-8} to 10^{-9} per year and therefore is incapable of resulting in a life threatening scenario at the camp.

Figure 4.3
Pipeline Distances



Similarly, a loss of containment from the wet gas pipeline would cover a distance of 223 m with an associated LSIR frequency of 10^{-8} to 10^{-9} per year and is therefore incapable of resulting in a life threatening scenario at the camp. The risk transect for the future case is less onerous still.

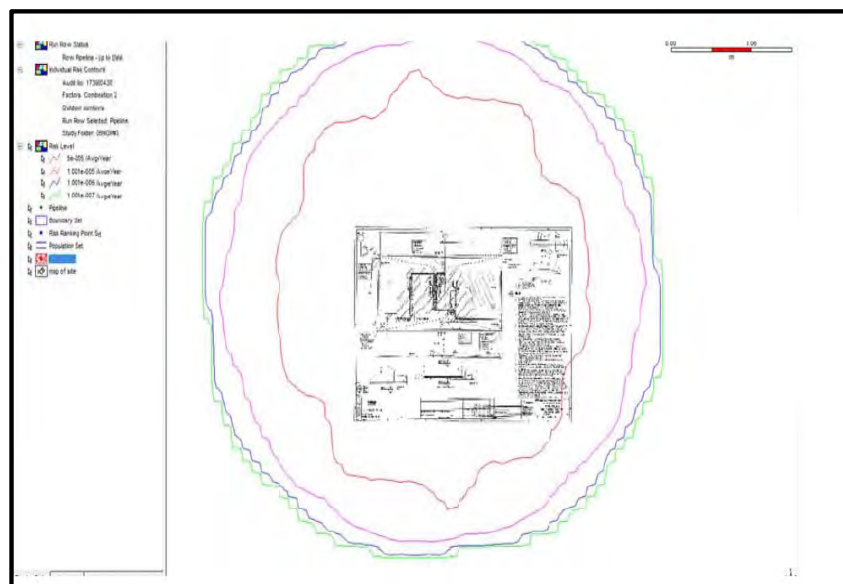
Figure 4.4
Pipeline Transects



4.4.2 Risk from the DBNGP Metering Facilities

Figure 4.5 shows the LSIR at the DBNG Metering Facilities.

Figure 4.5
DBNGP Location Specific Individual Risk Contour



It can be seen that the 1×10^{-7} / year contour extends marginally beyond the metering facility but not significantly into the far field. Given the location of this facility and its proximity to the Brolga camp, it is concluded that the metering facility presents no risk to personnel at the camp.

5.0 INTERDEPENDENCIES AND INTERACTION

It is noted from the QRA (Ref. 2) that the MGP exports by road small amounts of produced condensate (between 250 and 3,200 litres per day). The risk to personnel from transport incidents has been identified as a major accident event (MAE) within the QRA and has been quantified as being low but not statistically insignificant. This needs to be managed by an appropriate transport management plan and might need to be reviewed in light of the planned transfer of ownership of the Brolga TWA camp. Note however that the risk of loss of containment from flammable liquid road tankers is statistically low (in the order of 10^{-8} per vehicle km, Ref.8). Therefore any transport risk is mainly due to the volume and scheduling of road traffic in general, rather than the products being transported.

The Brolga TWA camp needs to be advised of excursions from normal operation at the MGP that could interact or cause disruption to personnel residing at the Brolga TWA camp. For example during periods of maintenance noise, dust or other welfare related disruption could occur. Therefore agreed and appropriate communication protocol need to be established and put in place for such eventualities.

6.0 KEY FINDINGS

The separation distance between the Brolga accommodation camp and the Macedon domestic gas plant is 1 km which is less than the recommended buffer distance of 2 km between industry involving oil and gas refining and areas of sensitive land use.

From the QRA results (Ref. 2), the location specific individual risk to personnel at the Brolga TWA camp from the MGP is below 1×10^{-7} per year and expected to be below 1×10^{-8} per year (although this risk contour has not been quantified). Therefore the risk posed to personnel at the Brolga camp from the MGP is deemed to be negligible in accordance with EPA's individual risk criteria guidelines. Note that the EPA considers that a risk level below one in a million per year is so small as to be acceptable for residential areas and the calculated risk within the QRA (Ref. 2) is at least an order of magnitude below this.

An assessment of societal risk at the accommodation camp, taking into account the potential for a single incident at the MGP to affect large numbers of personnel (up to 380 personnel) has been made, based on the information presented in the QRA (Ref. 2) and application of the NSW Government Planning Criteria (Ref. 7). An incident with the potential to result in multiple fatalities at a frequency of below 1×10^{-8} per year at the camp would be deemed to be negligible. Whilst the 1×10^{-8} / year risk contour has not been quantified within the QRA, the 1×10^{-7} per year contour occurs marginally beyond the MGP boundary and Granherne expects that the 1×10^{-8} / year contour would occur slightly beyond that but still within close proximity of the MGP boundary (refer to Figure 4.1). On this basis, Granherne concludes that the societal risk to personnel at the Brolga camp is negligible.

In addition to the QRA report, Granherne has reviewed the FEA (Ref. 3) and screened the results to determine the maximum hazardous range from incidents occurring at the MGP. Granherne has not found any scenarios identified within the FEA which could result in life threatening conditions at the Brolga TWA accommodation camp. The incident with the maximum hazard radius is a flammable gas release from the Sales Gas Pipeline which could create a flammable hazard at up to 464 m from the MGP.

The study has not assessed the effects of nuisance emissions, noise effects, dust or other welfare related interactions between the MGP and the Brolga accommodation camp. However given the separation distance between the camp and the MGP, it is expected that conditions would not be unacceptable.

7.0 CONCLUSIONS AND RECOMMENDATIONS

Granherne concludes that the risk posed to personnel at the Brolga camp from the MGP is negligible, being at least one order of magnitude below that which the EPA considers to be so small as to be acceptable for residential areas. Therefore Granherne does not see any reason on safety grounds why the camp should not continue to accommodate personnel with the proposed transfer of ownership.

The risk assessment has been based on the risk from the MGP and its associated facilities and assumes no risk contribution from the Wheatstone project. Therefore it is recommended that further assessment would be needed if the camp continues to be used post Wheatstone start-up.

It is noted from the QRA (Ref. 2) that the MGP exports by road small amounts of produced condensate (between 250 and 3,200 litres per day). The risk to personnel from transport incidents has been identified as a major accident event (MAE) within the QRA and has been quantified as being low but not statistically insignificant. This needs to be managed by an appropriate transport management plan and might need to be reviewed in light of the planned transfer of ownership of the Brolga TWA camp. Note however that the risk of loss of containment from flammable liquid road tankers is statistically low (in the order of 10^{-8} per vehicle km, Ref.8). Therefore any transport risk is mainly due to the volume and scheduling of road traffic in general, rather than the products being transported.

The Brolga accommodation camp needs to be advised of excursions from normal operation at the MGP that could interact or cause disruption to personnel at the Brolga camp. For example, during periods of campaign maintenance where noise, dust or other welfare related disruption could occur. Therefore an agreed and appropriate communication protocol needs to be in place.

8.0 REFERENCES

1. Background Briefing, Planning Application to change the use of the Macedon Transient Workforce Accommodation Camp, file Reference RD.OG.2.7 20130270 (P), Received 10/10/2013 from the Shire of Ashburton).
2. BHP Billiton Macedon Development Quantitative Risk Assessment, Doc. No. PMA-VG1-SR-REP-0007, Rev 2, October 2012 (received as attachment to Ref. 1).
3. BHP Billiton Macedon Development Fire and Explosion Assessment, Doc. No. PMA-VG1-SR-REP-0003, Rev 0, July 2012.
4. Environmental Protection Authority, Guidance for the Assessment of Environmental Factors, Separation Distances between Industrial and Sensitive Land Uses, No. 3, June 2005.
5. Environmental Protection Act 1986.
6. Environmental Protection Authority, Guidance for the Assessment of Environmental Factors, Guidance for Risk Assessment and Management: Offsite Individual Risk from Hazardous Industrial Plant, No. 2, July 2000.
7. NSW Government Planning, Hazardous Industry Planning Advisory Paper No. 4, Risk Criteria for Land Use Safety Planning, January 2011.
8. OGP risk Assessment Data Directory, Report No. 434 – 9, March 2010

1. **RESOLVES** that based on the information provided in relation to Planning Application 20130270 (including the 'Independent Risk Review - Brolga Accommodation Camp Review' by Granherne Pty Ltd of risk to occupants from Macedon Domestic Gas Plant) Council considers that if the Macedon camp continues to operate beyond the period of time associated with the construction of the Macedon Domestic Gas Plant and is occupied by Chevron, occupants of the Chevron ('Brolga') Camp may not be safe from any potential risk from a catastrophic impact resulting from a mishap at the Macedon Domestic Gas.

2. **REFUSES** Planning Application for a change of the use from the Macedon Transient Workforce Accommodation Camp ('Brolga Camp' comprising a maximum of 380 beds, associated facilities and services) to enable sole occupation by the Chevron Wheatstone construction and commissioning workforce At Lot 500 Onslow Road, Ashburton North generally in accordance with the application (**ATTACHMENT A**) on following grounds:
 1. The development proposal is not consistent with Clause 1.6 Scheme Objectives of Local Planning Scheme No. 7, in particular:
 - “(n) To assist in the effective implementation of regional plans and policies, including the State Planning Strategy.”

 2. The development proposal is not consistent with the purpose and intent of Clause 5.9 of Local Planning Scheme No. 7, which pertains to addressing matters including:
 - “(a) the aims and provisions of this Scheme and any relevant Town Planning Scheme operating in the district including any regional planning Scheme,
 - (s) the relationship of the proposal to development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the proposal;
 - (v) any other considerations which the Local Government considers relevant to the Scheme purpose and aims in clauses 1.5 and 1.6, and
 - (w) any relevant submissions or objections received or sought on the application;
 - (x) any other planning consideration that Local Government considers relevant.”

 3. The occupation of the Chevron ('Brolga') Camp may establish an unacceptable risk to residents of the Camp from a catastrophic impact resulting from a mishap at the Macedon Domestic Gas Plant.

Advice Note:

1. Council is prepared to reconsider its position with respect to the perceived unacceptable to residents of the Camp from a catastrophic impact resulting from a mishap at the Macedon Domestic Gas where Council is provided with BHPB's Quantitative Risk Assessment Report PMA-VG1-SR-REP-007 (or version that addresses Camp risk from a catastrophic impact resulting from a mishap at the Macedon Domestic Gas).

SUMMARY OF SUBMISSIONS

No.	Submission From	Summary of Submissions	Comment	Recommendation
1	<p>Executive Director Resources Safety Division Department of Mines and Petroleum Mineral House, 100 Plain Street, EAST PERTH WA 6004</p>	<p>(Note: This Submission to LandCorp and which was provided to the Shire. It should be noted that the Shire contacted the Department but no further comment was received.)</p> <p>I refer to your letter of 1 July 2013 seeking advice regarding the BHP Billiton Macedon Domestic Gas Plant. After extensive discussion with my senior risk engineers I provide the following advice.</p> <p>(a) The location of the 380 bed construction camp - This is acceptable, However, if this is made a permanent facility it could potentially influence the location of future industrial developments in this area.</p> <p>(b) Utilisation of the 112 bed fly camp -</p> <ul style="list-style-type: none"> • As you are aware, this is outside the licensed area and does not fall within our jurisdiction. The approving authority for the location of this facility is the land planning authority and Worksafe would be the OH&S authority for its construction and management. 	<p>Noted.</p> <p>With respect to the DMP's reference to the 112 bed fly camp, the Application does not include this component of the accommodation at Macedon.</p>	<p>That the Submission be noted.</p>

		<ul style="list-style-type: none">• As part of its Safety Case BHP would have demonstrated that the risk from its facilities (plant and pipeline) is as low as reasonably practical. The only additional requirement would be to include the fly camp in the emergency response plan.• I understand your concern of the potential liability in approving this proposal. Although the camp is outside the land use fatality risk control/s there is always a residual risk of not just fatality but, more likely, serious injury,• To minimise that liability you could consider requiring BHP to undertake a consequence assessment of worst case events from both the gas pipeline and processing operations. The exposure criteria for injury to people in the open and for damage to buildings, resulting in injury to the occupants, needs to be carefully selected. Also, the level of injury to be modelled should be to serious injury not fatality. The occupied building study should meet the requirements of API 752.		
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		<ul style="list-style-type: none"> The processing operations study must include start up and shut down operations as these present far higher risks than steady state operations. <p>Should the study demonstrate that the camp is outside the consequence zone then this would provide a valuable input into your decision.</p> <p>Alternatively, you could decide not to provide approval.</p> <p>If you decide to approve the fly camp proposal please advise us so that I can ensure that BHP updates its emergency response plan accordingly.</p> <p>Alternatively, if you decide to proceed with the consequence study I would be pleased to provide technical guidance and assessment.</p>		
2	Executive Director Strategic Infrastructure Projects Level 6, 1 Adelaide Terrace EAST PERTH 6001	I am writing to provide advice about the above planning application involving Chevron taking over BHPBP's Macedon Construction Camp, within the State's Ashburton North Strategic Industrial Area (ANSIA) near Onslow. As the Lead Agency across the State Government for the planning and establishment of the ANSIA and the Macedon and Wheatstone projects, the Department of State Development (DSD) generally supports' the proposal described in the above planning application.	Noted. Should Council support the Application, it is appropriate for Council to ensure that any approval reflect the time limits recommended by DSD.	That the Submission be noted.

		<p>The basis of DSD's support is that this will assist Chevron increase its construction workforce numbers and limit impact of construction workforce on the town of Onslow until the Wheatstone Construction Village is at full capacity.</p> <p>Afterwards, the Brolga camp can provide accommodation out of Onslow for the expected additional construction workforce required to achieve the project schedule for the first gas shipment in 2016.</p> <p>Safety Risk Assessment</p> <p>The safety of residents in the camp given the proximity to the soon to be operational Macedon Domestic Gas plant is an important consideration, The EPA Guidelines for Risk Assessment and Management: Off site Individual Risk from Hazardous Industrial Plant, WA, 2000 provide a framework for assessing such risk.</p> <p>The Department of Mines and Petroleum (DMP) Resources Safety Division, which is the State's authority on these matters, has undertaken a risk assessment of continued occupancy of the camp during commercial operations at the Macedon plant. Attached is a letter from DMP which confirms that the location of the camp is acceptable.</p> <p>Duration and Impact on Future Development</p>		
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		<p>DSD, LandCorp (Vaughan Brazier) and the Department of Planning (Ken Dawson) all agree that while it is generally not State policy to allow Transient Workforce Accommodation within Strategic Industrial Areas, in this circumstance, we all support Chevron continuing the operation of the Macedon camp (as the Brolga camp), but only up until the Commercial Production Date which is defined in the State Development Agreement for Wheatstone as the first date that LNG is exported from the adjacent port. This project milestone is scheduled for late 2016. The longer duration requested in the planning application, up until commissioning of the second LNG processing train, is not supported.</p> <p>This earlier end date and decommissioning of the camp are requirements of the Lease being finalised between LandCorp (as the owner of the land) and Chevron.</p> <p>The State's position is that this is a temporary facilitative measure being extended to Chevron to assist accommodate the necessary construction workforce while limiting increased impact on Onslow. The State and the Shire have progressed a seriously entertained planning proposal in LPS Scheme Amendment 17 to rezone the land around the camp in Stage 1 B of the ANSIA as Strategic Industry.</p>		
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		<p>In the longer term, existence of the camp in this location would be in conflict with planned land use and could potentially sterilise surrounding land for future industrial development. Given the time lag involved in planning, obtaining approvals for and developing new industrial sites, the State believes that continued occupancy of the camp up until the supported end date will not seriously impede future development in the ANSIA.</p> <p>Finalisation of Scheme Amendment 17 and the accompanying Development Plan for Stage 1 B of the ANSIA is still some months away. The Department of Planning (via Ken Dawson) has given in principle support for proceeding with LGA approvals for the camp in the interim, for the reasons outlined above.</p>		
3	<p>Credo Group Pty Ltd Suite 2, 680 Murray Street WEST PERTH WA 6005</p>	<p>I am aware the Shire of Ashburton ("Shire") has recently received an application from Chevron Australia ("Chevron") to utilise BHP Billiton's ("BHPB") 380-man Macedon accommodation camp ("Camp") in its current location to accommodate Chevron's construction workforce for their Wheatstone project.</p> <p>The identification of the location of the Transient Worker Accommodation ("TWA") sites within Ashburton North Strategic Industrial Area ("ANSIA") were presumably chosen after much</p>	<p>Noted. The Shire Administration concludes that the submission/objection addresses matters closely associated with commercial competition for the Macedon camp itself. In this regard, it is not considered that that Council could refuse the Application for the 'Brolga' camp based on the submission/objection.</p> <p>The comments provided with respect to the "...potential threat to life..." from locating the camp in proximity to an operating Macedon Domestic Gas Plant have been</p>	<p>That the Submission be noted..</p>

	<p>consultation with relevant experts and consideration given to numerous factors including, an appropriate set-off or buffer zone once the Macedon Domestic Gas Plant was operational. The potential threat to life should an incident occur is not unimaginable and one does not have to go far back in history to recall Varanus Island and its devastating impact.</p> <p>Credo Group ("Credo"), as an experienced operator of remote accommodation in Western Australia, holds grave and serious concerns for the residents of the Camp once the Macedon Domestic Gas Plant becomes operational and proposes an alternate solution, aligned with the Shire and Landcorp's preference for transient worker accommodation to be located within Landcorp's TWA sites 1 and 2 within ANSIA.</p> <p>Credo has been in discussions with Landcorp, the Pilbara Development Commission ("POC") and the Department of State Development ("OSO") for an extended period, and more recently with Rob Paull of the Shire, with the objective of providing a solution to the shortage of service worker and non-resource related accommodation in Onslow.</p> <p>In Credo's discussions with the above agencies, and its current negotiations with Landcorp, Credo has outlined a solution which</p>	<p>addressed through submissions and advice from DSD, BHPB and DMP.</p> <p>However, it is acknowledged that Council has not been provided with a copy of BHPB's Qualitative Risk Assessment report prepared by BHPB. In this regard, Council will need to determine whether the information provided is sufficient to resolve that the risk of simultaneously operating both the Macedon Domestic Gas Plant and the Brolga Camp is 'acceptable'.</p> <p>The issues raised in the submission/objection are more appropriately addressed by State Agencies including DSD and LandCorp.</p> <p>However, with that said, provided the proposal outlined by the Credo Group only relates to accommodation on the second TWA site relates to housing workers for construction within the ANSIA, such arrangements would more closely reflect the intent of the strategic direction of the ANSIA by utilising land set aside in structure planning and draft Amendment No. 17 for transient workforce accommodation.</p>	
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		<p>immediately addresses the shortage of service worker and non-resource related accommodation in Onslow through the development of an accommodation village ("Proposed Development") by Credo within ANSIA, and includes:</p> <ul style="list-style-type: none"> • the relocation of the Camp, a safe distance from an operational gas plant to Landcorp's TWA2 site located behind Chevron's construction village • the Camp would be made available to all sectors of the market and would include; <ul style="list-style-type: none"> • Service Worker accommodation - provision of a designated number of beds within the Camp for service worker accommodation, up to 20 beds • Non-Resource related construction accommodation, e.g. government agencies - provision of a designated number of beds within the Camp for non-resource related projects, up to 50 beds • Resource related construction accommodation, e.g. Chevron, BHPB and its subcontractors 		
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		<p>Service Worker accommodation</p> <p>In our discussions with PDC, it became evident the provision of service worker accommodation within ANSIA wasn't ideal, however it can be viewed as a temporary solution to meet the immediate demands for service worker accommodation until a more permanent solution is developed and commences delivering service worker accommodation to Onslow.</p> <p>As service worker residents would be located approximately 12kms from their place of employ, Credo will operate a bus service throughout the day/night to meet the demands of the service worker residents of the Proposed Development. The regularity of the service would be determined by the needs of the service workers themselves, with service worker residents using the bus service at no cost.</p> <p>After consultation with Landcorp and PDC, Credo would dedicate the first 20 beds for service worker accommodation and the Shire can determine to whom they are allocated.</p> <p>Service worker accommodation would be provided at a rate commensurate with the wages of service workers in Onslow and would be at a rate of \$300 per week.</p>		
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		<p>Non-Resource related accommodation</p> <p>There are significant demands for non-resource related accommodation within the township, which are currently being unmet and/or are causing the Shire to make provision for transient worker accommodation in less than ideal locations.</p> <p>Credo is aware of an application for a 70 bed temporary workers camp for Landcorp's Residential division on Lot 571 Beadon Creek Rd, Onslow, a location which is problematic, with constraints made on the application to minimise its impact on town infrastructure and services.</p> <p>Credo's Proposed Development could assist with the demands of this project or, any of a myriad of infrastructure projects which are required for the town, e.g. desalination plant, power plant. Following the allocation of service worker beds, Credo will dedicate the next 50 beds for non-resource related accommodation and be available on a per nightly rate basis. Resource related construction accommodation. After service worker and non-resource related accommodation requirements have been allotted, the balance of beds (i.e. 310) would be made available to the market to meet the demands of the resource related construction</p>		
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		<p>accommodation requirements for companies such as Chevron, BHPB and its subcontractors to utilise over their project's construction period.</p> <p>Credo has previously negotiated a term sheet with Landcorp for the relocation of the Camp to TWA2 within ANSIA and, is currently negotiating with Landcorp an option to lease a parcel of land within TWA2 to allow Credo to construct the Proposed Development; I provide both these documents as attachments.</p> <p>Credo has demonstrated from our discussions with Landcorp over an 18 month period our willingness to work collaboratively with all stakeholders to deliver a safe solution to the accommodation needs of all segments of the market, and in particular how we could utilise BHPB's Macedon camp, which was always envisioned by Landcorp and the Shire to be removed from its current location once the Macedon Domestic Gas Plant became operational.</p> <p>Credo's proposal outlined above is an alternate and safe proposal to that which Chevron proposes in its application before you for consideration. Credo's proposed solution delivers beds to segments of the market which are under-catered and which Chevron is not motivated to provide for.</p>		
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		<p>We request you object to Chevron's application to utilise the Macedon camp in its current location for several reasons:</p> <ul style="list-style-type: none"> • the potential risk it presents to residents of the Camp • the risk and exposure of the Shire and its councillors should an incident occur and residents be injured / maimed / killed a safer alternate solution is available which: <ul style="list-style-type: none"> • meets the immediate needs for service worker and non-resources related accommodation • is situated in a location specifically designated for transient worker accommodation <p>I have copied this letter to the Premier and Minister for State Development, Hon Colin Barnett MLA, the Minister for Mines & Petroleum, Hon Bill Marmion MLA and the Minister for Local Government Hon Tony Simpson MLA.</p> <p>(Note: The referenced attachments:</p> <ul style="list-style-type: none"> • Landcorp - No Objection to BHP TWA Lease assignment; and • Landcorp -Initial Lease Terms Sheet; <p>are to be found at the end of this submission.)</p>		
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4	<p>Acting Macedon Project Director BHP Billiton Limited PO Box J6SS PERTH WA 6000</p>	<p>This letter is to confirm that BHP Billiton Petroleum Pty Ltd (BHPB) in its capacity as the Operator of the Macedon Gas Project presently intends to sell the Macedon Construction Camp to Chevron Australia Pty Ltd (CVX) in its capacity as the Operator of the Wheatstone LNG Project. We are negotiating the documentation for this intended transaction at present.</p> <p>BHPB confirms that it has provided the Quantitative Risk Assessment Report PMA-VG1-SR-REP-007 to CVX. This demonstrates that the camp is located outside the 0.1-in-a-million (1×10^{-7} pal risk contour from the Macedon gas plant which is even greater than the Environmental Protection Agency's risk threshold for residential accommodation of 1-in-a-million (1×10^{-6} pal.</p> <p>This letter is not a formal representation or warranty and is not intended for contractual reliance to be placed upon it by the Shire of Ashburton or any other person or entity. This transaction described herein is subject to management approvals and full documentation. If approved and executed, this documentation will contain all operative representations, warranties and contractual obligations as between BHPB and CVX.</p>	<p>Noted.</p> <p>It is of concern that neither BHPB nor Chevron has provided Council with the Quantitative Risk Assessment to enable reasonable scrutiny of the method and findings.</p> <p>The issue of risk is a fundamental matter in relation to the ability of Council to determine the risk of simultaneously operating both the Macedon Domestic Gas Plant and the Brolga Camp.</p> <p>The last paragraph in BHPB's letter is of some concern as it would appear that it seeks to define some level of limited liability in the operation of the Macedon Domestic Gas Plant and the Brolga Camp.</p> <p>Essentially, what the Shire is seeking from BHPB is a formal representation on the matter since Council is required to determine the level of risk associated with the proposal.</p>	<p>That the Submission be noted.</p>
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5	<p>Team Lead Wheatstone Government Approvals Chevron Australia Pty Ltd GPO Box S1560 PERTH WA 6845</p>	<p>Thank you for referring a copy of the submission made by the Credo Group dated 12 August 2013 (Brolga planning application-change of use) to Chevron for review and comment The Credo submission makes the following comments:</p> <p><i>“The location of Transient Worker Accommodation (TWA) within the Ashburton North Strategic Industrial Area (ANS/A) were presumably chosen after consultation with relevant experts and consideration given to numerous factors including an appropriate set-off, or buffer zone once the Macedon Domestic Gas Plant was operational. The potential threat to life should an incident occur is not unimaginable and one does not have to go far back in history to recall Varanus Island.</i></p> <p><i>Credo.....holds grave and serious concerns for the residents of the camp once the Macedon domestic gas plant becomes operational. We request you object to Chevron 's application to utilize the Macedon Camp in its current location (or several reasons:</i></p> <p><i>The potential risk it presents to the residents of the camp</i></p> <ul style="list-style-type: none"> <i>• The risk and exposure of the Shire and its Councillors should an incident occur and residents be injured/maimed/killed</i> <i>• A safer alternate solution is available ...</i> 	Noted.	That the Submission be noted.
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		<p><i>Comment</i></p> <p><i>This submission appears to have been made without viewing the Brolga planning application, plans or supporting documentation, now available on the Shire of Ashburton website.</i></p> <p><i>The Credo submission and attached documents in part appear to refer to the 'BGC Fly Camp'. Which is not part of the Brolga TWA planning application.</i></p> <p><i>The Brolga TWA is situated approximately 1000m distant from the Macedon Domestic gas plant. BHPB, the current operators of the camp, supplied a letter to provide to the Shire noting:</i></p> <p><i>“This demonstrates that the camp is located outside the 0.1-in-a-million (1x10⁻⁷ pa) risk contour from the Macedon Gas Plant which is even greater than the Environmental Protection Agency's risk threshold for residential accommodation of 1-in-a-million (1x10⁻⁶).”</i></p> <p><i>The Department of State Development and Department of Mines and Petroleum have reviewed the risk factors and provided written support for the camp application, in particular noting the following:</i></p> <p><i>“Safety Risk Assessment</i></p> <p><i>The safety at residents in the camp given the proximity to the soon to be</i></p>		
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operational Macedon Domestic Gas Plant is an important consideration. The EPA guidelines for Risk Assessment and Management: Offsite Individual Risk from Hazardous Industrial Gas Plant. WA, 2000 provide a framework for assessing such risk.

The Department of Mines and Petroleum (DMP) resources safety Division, which is the State's authority on these matters, has undertaken a risk assessment of continued occupancy of the camp during commercial operations at the Macedon plant. Attached is a letter from DMP which confirms that the location of the camp is acceptable. (OSO)”

The DMP letter dated 11 July 2013 addressed to DSD, (copy attached) states the following:

“I refer to your letter of 1 July 2013 seeking advice regarding the BHP Billiton Macedon Domestic Gas Plant. After extensive discussion with my senior risk engineers, I provide the following advice.

- (a) The location of the 380 bed construction camp - this is acceptable. However, if this is made a permanent facility it could influence the location of future industrial developments in this area.”*

		<p>Chevron has also prepared a table to summarize and demonstrate that the Fire and Explosion Risks from the Macedon Project to the camp are acceptable:</p> <p>(See Table below)</p> <p>Therefore, based on the assessed risk and consequence criteria, the Macedon (Brolga) Camp can be used as residential accommodation for the time period during full operation of the Macedon Plant.</p> <p>Conclusion The responsible State Authorities and BHPB have reviewed the proposal in detail, assessed the level of risk and determined that the camp can be used while the Macedon plant is operational.</p> <p>Chevron is also satisfied that the risk levels associated with occupation of the camp when the Macedon Plant is operational and future expansion of Macedon are acceptable.</p> <p>Chevron therefore respectfully requests that the Shire dismiss Credo submission as it does not provide any valid planning basis for its objection.</p>		
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Extract from Chevron’s response letter to the Submission from Credo Group

CRITERIA	RISK FROM BHP MACEDON TO MACEDON CAMP (BROLGA)	RISK ACCEPTABLE
<p>Meet the EPA criteria for a residential area (i.e. $<1 \times 10^{-6}$ fatalities per year)</p>	<p>Village is located outside the 1×10^{-6} Macedon Plant risk contour - risk is acceptable compared against the EPA criteria for a residential area.</p>	<p>Risk acceptable</p>
<p>Chevron criteria for individual risk to the public (Limit of $<1 \times 10^{-4}$ fatalities per year (and goal of $<1 \times 10^{-5}$ fatalities per year)</p>	<p>Village is located outside the 1×10^{-6} Macedon Plant risk contour - risk is acceptable compared against the Chevron criteria for individual risk.</p>	<p>Risk acceptable</p>
<p>Chevron criteria for societal risk to the public (limit of $<2 \times 10^{-6}$ of 1000 fatalities per year)</p>	<p>Village is located outside the 1×10^{-6} Macedon Plant risk contour – risk is acceptable compared against the Chevron criteria for societal risk.</p>	<p>Risk acceptable</p>

**TERMS SHEET
OPTION TO LEASE**

PROPERTY: Part Lot 152 on Deposited Plan 74351, Talandji, Ashburton Western Australia

LESSEE: Credo Remote Accommodation Pty Ltd ACN 22 146 445 445

ADDRESS: Suite 2 / 680 Murray Street, West Perth WA

LESSOR: Western Australian Land Authority ABN 34 868 192 835 trading as LandCorp

ADDRESS: Level 6 Wesfarmers House, 40 The Esplanade, Perth, 6000

OPTION TO LEASE TERMS

Area:	Part Lot 152 on Deposited Plan 74351, located on the Macedon Access Road in the Ashburton North Strategic Industrial Area, comprising an area up to 12 ha (approx), within the proposed 31.58ha Lot as indicatively shown on Attachment A. Area to be finally determined once Concept Plans are agreed and justify the area required.
Term:	2 years
Option Fee:	10% of the Market Rent.
Conditions Precedent:	<p>The Option is conditional on:</p> <ol style="list-style-type: none"> 1. LandCorp Executive (and Board and Minister if required) approval of the Option; 2. the Lessee obtaining agreement to purchase and transfer a maximum of 112 beds from the 'BGC Fly Camp' currently located on the BHPB Macedon site; 3. all other required approvals being obtained to construct and operate the TWA; 4. the Lessee advising it has complied with the conditions precedent and intends to proceed with the project; and 5. agreement of the Lease with LandCorp in accordance with LandCorp's precedent lease and which shall include the following terms.

LEASE TERMS

Initial Lease term:	A ground lease of 5 (five) years.
Option:	Two 2 year options and one 1 year option to renew.
Permitted Use:	Up to 112 bed transient workforce accommodation and ancillary uses.
Annual Net Rental:	TBA per annum payable in equal monthly instalments per calendar month in advance.
Outgoings:	The Lessee is to pay for all variable and statutory outgoings, payable from the commencement date of the lease.
Rent Review Dates:	<p>CPI: Annually on the anniversary date of the commencement date of the lease, other than a market rent review date.</p> <p>Market: Every 3 years from the commencement date of the lease.</p>
Lessee Improvements:	<p>The Lessee shall be responsible for constructing road access from the Macedon Access Road to the lease area. The access road will be a common user road which other parties may use. LandCorp will grant an access easement to the Lessee to construct and use the road.</p> <p>The Lessee will also be required to obtain an access easement from the Department of Lands over other portions of the road from the Macedon Access Road which are not yet a public road.</p> <p>The Lessee will be responsible for all contractors, invitees and users of the TWA whilst traversing the access easement areas.</p> <p>The Lessee may enter into negotiations with Chevron to utilise a portion of the existing intersection for the Wheatstone Construction Village as an alternative access road.</p>
Insurance:	The Lessee must effect and maintain on and from the date of occupation or on and from the date of access to the premises being granted, whichever is the sooner, all insurances as specified in the Lease document.
Legal Costs:	Each party shall bear their own costs incurred in relation to the preparation, negotiation and execution of the Lease documentation.
Special Conditions:	<p>The Lessee acknowledges that the land is being leased as an unimproved site with no existing services. The Lessee will be responsible for all services at its cost.</p> <p>Until such time as the State advises that a suitable level of service worker accommodation is available in Onslow, the Lessee shall provide up to a maximum of 10 beds which are available for service workers who work in Onslow (to be nominated by the Shire). Service worker accommodation would be provided at a rate to be agreed by the State and the Lessee which is equivalent to service worker rates</p>

	<p>for the Pilbara. If service worker beds are not booked two weeks in advance the Lessee may make those beds available to the market for that period.</p> <p>Until such time as the State advises that a suitable level of Non Resource Worker accommodation is available in Onslow, the Lessee shall provide up to a maximum of 25 beds which would be available to government agencies or commercial enterprises who require accommodation for non resource related activities in Onslow and the ANSIA. Non Resource Worker accommodation would be provided at a rate to be agreed by the State and the Lessee which is equivalent to the average Non Resource Worker accommodation rates for the Pilbara. If Non Resource Worker beds are not booked two weeks in advance the Lessee may make these beds available to the market for that period.</p> <p>The Lessee acknowledges that LandCorp may lease the remainder of Lot 152 for other transient workforce accommodation at its absolute discretion.</p>
Lease terms:	All of the other terms of the Lease will be as negotiated and agreed between LandCorp and the Lessee.



Our Ref A497325
Enquiries Vaughan Brazier – (08) 9482 7579

Mr Tim Brady
Managing Director
Credo Group Pty Ltd
35 Great Eastern Highway
RIVERVALE WA 6103

Dear Tim

BHPB MACEDON CONSTRUCTION CAMP LEASE ASSIGNMENT

I refer to our discussions with Credo Group Pty Ltd (Credo) about the assignment of the BHPB Macedon Construction Camp Lease (Lease) within the Ashburton North Strategic Industrial Area (ANSIA).

LandCorp has no objection to the assignment of the Lease on similar terms to those which have been discussed to date between LandCorp and Credo.

You should also be aware, however, that the Lease is currently for the sole purpose of housing BHPB's construction workforce for its Macedon project and any change in that purpose is likely to require State and Shire of Ashburton approvals in various forms.

Accommodating transient workers close to the operating Macedon facility is also likely to create safety, legal access and other issues which LandCorp and other regulatory agencies will need to be satisfied with before any assignment and change of use could occur.

Please don't hesitate to contact me if you have any further queries in relation to this matter.

Yours sincerely

Vaughan Brazier
Business Manager – Strategic Industrial

25 February 2013

BHP TWA LEASE ASSIGNMENT - ASHBURTON NORTH

Draft Commercial Terms

Possible BHP TWA Lease Assignment & Variation Terms	
Assignment of BHP TWA Lease	Subject to planning, risk modelling, satisfactory access and all other necessary approvals (including State Development Agreement if possible), the Lease may be assigned to the Assignee with the consent of LandCorp / State and the Assignee may continue to operate on the site after the Macedon project becomes operational subject to the variations below and until 12 months after LandCorp becomes the freehold owner of the TWA zoned land in the ANSIA at which time the Lease will terminate and be replaced by a new lease over part of LandCorp's TWA area.
Service Workers	<p>Until such time as the State advises that a suitable level of Service Worker accommodation is available in Onslow, the Assignee shall provide up to a maximum of 10 beds which are available for Service Workers who work in Onslow (to be nominated by the Shire).</p> <p>Service Worker accommodation would be provided at a rate to be agreed by the State and the Assignee which is equivalent to Service Worker rates for the Pilbara.</p> <p>If Service Worker beds are not booked two weeks in advance the Assignee may make those beds available to the market for that period.</p>
Non-Resource Workers	<p>Until such time as the State advises that a suitable level of Non-Resource Worker accommodation is available in Onslow, the Assignee shall provide up to a maximum of 50 beds which would be available to government agencies or commercial enterprises who require accommodation for non-resource related activities in Onslow and the ANSIA.</p> <p>Non-Resource Worker accommodation would be provided at a rate to be agreed by the State and the Assignee which is equivalent to the average Non-Resource Worker accommodation rates for the Pilbara (indexed against inflation on the anniversary of the Assignment Date).</p> <p>If Non-Resource Worker beds are not booked two weeks in advance the Assignee may make these beds available to the market for that period.</p>
Resource Workers	All other beds may be provided to the market at market rates.
Access to Records and Bookings	The Assignee will provide LandCorp or the State access to all records and bookings to assist it to determine if the above bed availability conditions are being met and breach of the bed availability conditions is

	an essential term which would give rise to termination rights.
Road Access	Until such time as the Main Access Road is a public Main Road the Assignee shall obtain an access easement from RDL and all employees, contractors, hiree's and visitors shall access the site pursuant to that easement.
Possible New TWA Lease on LandCorp Site	
New TWA Lease	When LandCorp becomes the freehold owner of the TWA zoned land in the ANSIA, the Assignee shall enter into a new lease in the TWA on the following terms.
Area	Footprint area of TWA camp constructed at Macedon plus any required incidental areas. Final size, location and configuration to be agreed by the parties taking into account the possible use of the site by other parties in the future..
Term	To be agreed.
Rent	Market rent with annual CPI rent reviews and market rent review every 3 years.
Rent free period:	12 months or date of first rental (whichever is the earlier) to enable construction of site, transportation and installation of accommodation.
Road Construction	<p>If the Western Access Road in the Chevron Construction Camp can be extended to the site and dedicated as a local public road the Assignee shall pay for the extension and dedication of that road to the TWA area on an alignment agreed by the parties.</p> <p>Otherwise the Assignee shall pay for and construct a road to the standard to be dedicated to the Shire as a local road (or maintained by the Assignee if the road can not be dedicated) along the 50m north-south strip of land which connects the TWA to the main access road and which is to be freeholded to LandCorp.</p>
Accommodation Construction	The removal, transportation and installation (including any required bulk earthworks and servicing) shall be at the Assignee's risk and cost.
Road Access	Similar terms as above
Service Worker	Similar terms as above
Non Resource Workers	Similar terms as above
Resource Workers	Similar terms as above
Access to Records and Bookings	Similar terms as above



Policy Name:	LPP Lot 381 Second Avenue/Third Avenue Onslow
File No:	LPP 29 ON.TH.0381.00
Policy Purpose:	Local Planning Policies are guidelines used to assist the Shire in making decisions under the Scheme. The Scheme prevails should there be any conflict between this Policy and the Scheme.
Principles / Framework:	Shire of Ashburton 10 Year Community Plan 2012-2022 Goal 04 – Distinctive and Well Served Places Objective 03 – Well Planned Towns
Application:	Town Planning Scheme No.7
Statutory Environment:	Shire of Ashburton Local Planning Scheme No.7 Planning & Development Act 2005
Minute Number:	X
Approval Date:	Adopted at the Ordinary Meeting of Council held on 20 Novemebr 2013

1.0 PURPOSE:

Local Planning Policies are guidelines used to assist the Shire in making decisions under the Scheme. The Scheme prevails should there be any conflict between this Policy and the Scheme.

2.0 SCOPE:

A local planning policy is not part of the Scheme and does not bind the Shire in respect of any application for planning approval but the Shire is to have due regard to the provisions of the Policy and the objectives which the Policy is designed to achieve before making its determination.

3.0 OBJECTIVES:

- 3.1 To guide the orderly and efficient development of Lot 381 Third Avenue/Second Avenue, Onslow.
- 3.2 To provide for the coordinated development of the land in stages generally in accordance with a 'development plan'.
- 3.3 To provide suitable tourist development along with short and long the accommodation to meet the known needs of the Onslow townsite.
- 3.4 To guide development that will provide for a legacy of tourist development' consistent with the Onslow Townsite Strategy July 2011.



3.5 To ensure that development within the Onslow Coastal Hazard Area – Scheme Control Area is sufficiently protected from storm surge and coastal erosion in the context of the WAPC State Coastal Planning Policy SPP 2.6.

4.0 POLICY:

4.1 Policy Statement

Lot 381 is recognised as a strategic site for tourist and related development within the Onslow townsite.

4.2 Application of Policy

The 'Lot 381 Development Plan' included as Attachment 1 to this Policy will be used by the Shire of Ashburton as the primary design criteria for assessing development and subdivision applications associated with planning proposals over Lot 381, matters associated with coastal setbacks the foreshore reserve adjacent to lot 381 and access arrangements.

Monitoring of erosion patterns of the adjoining foreshore reserve has been recommended by the land owner's consultant. This is an onerous responsibility for the State of Western Australia however no mechanism has been recommended. Such monitoring or is not a responsibility of the Shire as it does not have the technical expertise to assess the data or to undertake any identified protection works or to undertake any identified protection works.

5.0 RESPONSIBILITIES:

The local planning section as per the Delegations Policy and Register and further authority is delegated to the Chief Executive Officer for the following:

5.1 Determination of applications for Planning Approval consistent with this Local Planning Policy.

(Signature)
Signed

(Print Name)
Shire President

Monitor and Review: Principal Town Planner

Last Review Date: Ordinary Meeting of Council held on 20 November 2013

Next Review Date: October 2017

This policy is to remain in force until otherwise determined by the Council or superseded.

SHIRE OF ASHBURTON

TOWN PLANNING SCHEME No. 7

**PROPOSED DEVELOPMENT PLAN
LOT 381 SECOND AVENUE, ONSLOW**

Prepared by:



Damara WA Pty Ltd



Prepared for: Onslow Developments

Prepared by: David Maiorana

Date: May 2013

Job No: 12/931

Ref: 130430dpR

Status: Final

Dykstra Planning

PO Box 316
KELMSCOTT WA 6991

Lvl 1, 252 Fitzgerald Street
Perth WA 6000

(08) 9228-9291

Disclaimer:

This report has been exclusively drafted. No express or implied warranties are made by Dykstra Planning regarding the research findings and data contained in this report. All of the information details included in this report are based upon the existent land area conditions, research provided and obtained at the time, Dykstra Planning conducted its analysis. Dykstra Planning will not be responsible for the application of its recommended strategies by the Client.

Please note that these strategies devised in this report may not be directly applicable towards another Client. We would also warn against adapting this report's strategies/contents to another land area which has not been researched and analysed by Dykstra Planning. Otherwise, Dykstra Planning accepts no liability whatsoever for a Second party's use of, or reliance upon, this specific report.

**CERTIFIED THAT THIS DEVELOPMENT PLAN
WAS ADOPTED BY RESOLUTION OF THE
WESTERN AUSTRALIAN PLANNING COMMISSION ON**

..... Date

Signed for and on behalf of the Western Australian Planning Commission

an officer of the Commission duly authorised by the Commission pursuant to section 16 of the *Planning and Development Act 2005* for that purpose, in the presence of:

..... Witness

..... Date

And by
RESOLUTION OF THE COUNCIL OF THE SHIRE OF ASHBURTON ON

..... Date

And
PURSUANT TO THE COUNCIL'S RESOLUTION HEREUNTO AFFIXED IN THE
PRESENCE OF:

.....

President, Shire of Ashburton

.....

Chief Executive Officer, Shire of Ashburton

..... Date

This Development Plan is prepared under the provisions of the
Shire of Ashburton Town Planning Scheme No.7

Table 1: Table of Modification to Part 1 and Development Plan Map

Modification No.	Description of Modification	Date endorsed by Council	Date endorsed by WAPC

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Proposed Development Plan
Lot 381 Second Avenue, Onslow

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APPENDIX 1 - Development Plan

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Part One - Statutory Section

1.0 Implementation Framework

Proposed Development Plan
Lot 381 Second Avenue, Onslow

1.1 Development Plan Area

The Development Plan for Lot 381 Second Avenue applies to the land contained within the inner edge of the broken black line shown on the Development Plan Map (**Plan 1 – Development Plan**) being an area of 2.37 ha.

1.2 Development Plan Content

The Development Plan comprises:

- Statutory Section (Part 1);
- Explanatory Section (Part 2) and
- Appendices – Technical reports, plans, maps and supporting documents.

Part 1 includes only the Development Plan Map and statutory planning provisions and requirements.

Part 2 is to be used as a reference guide to interpret and justify the implementation of Part One.

1.3 Interpretations and Relationship to the Town Planning Scheme

1.3.1 Interpretations

Unless otherwise specified in this Part, the words and expressions used in this Development Plan shall have the meanings given to them under Appendix 2 of the Shire of Ashburton Town Planning Scheme No.7 (“the Scheme”) including any amendments gazetted thereto.

“*Short Stay Accommodation*” means accommodation with a maximum length of stay of three (3) months in any twelve month period.

“*Long Stay Accommodation*” means permanent or semi-permanent accommodation with a length of stay exceeding three (3) months in any twelve month period and may include grouped dwellings and multiple dwellings.

1.3.2 Land Use Permissibility

Land use permissibility within the Development Plan area shall be in accordance with the Zoning Table contained within the Scheme.

1.0 Implementation Framework

Proposed Development Plan
Lot 381 Second Avenue, Onslow

1.4 Operation Date

The Development Plan shall come into operation when it is adopted by the Shire and endorsed by the Western Australian Planning Commission pursuant to Clause 6.4 of the Scheme. Any future modifications to the Development Plan shall be prepared under clause 6.4 of the Shire of Ashburton TPS No.7.

The provisions of this part shall apply to land contained within the Development Plan as follows:

- The objectives, standards and requirements applicable to the Tourism zone under the Scheme shall apply to the same extent to land contained within the Development Plan.
- Any other provision, standard or requirement of this part that is not otherwise contained in the Scheme, shall apply to the land as though it is incorporated into the Scheme, and shall be binding and enforceable to the same extent as if a part of the Scheme; and
- In the event of any inconsistency between the Development Plan and the Scheme, the Scheme prevails.

1.5 Zones and Reserves

The Development Plan (**Plan 1** of this Part) delineates the zones applicable to the Development Plan area according to the legend.

All provisions, standards and requirements applicable to the Tourism zone and applicable residential density code in the Scheme shall apply unless specific provision is made to the contrary in this part of the Development Plan.

1.6 Development Requirements and Standards

Development is generally to be in accordance with the Development Plan. Development standards shall be in accordance with the Scheme and the Shire's local planning policies.

1.7 Design Guidelines

Design Guidelines should be developed and used to guide the preparation and assessment of Development Applications over the Development Plan area.

1.0 Implementation Framework

Proposed Development Plan Lot 381 Second Avenue, Onslow

In addition to any general requirements contained within the Scheme or, where applicable, the Residential Design Codes, the Design Guidelines should incorporate and promote the following provisions and/or design elements:

Built Form:

- Building design to reflect the character of the Pilbara region;
- Use of local materials and colours. Roofs should be light in colour to reduce heat absorption;
- Ensure climate responsive design including design of eaves and verandahs for shading. Ventilation should be provided to allow prevailing breezes to cool buildings including openings on the south-east and north-west elevations of buildings. Use of materials with high insulation ratings and materials that shed heat quickly at night;
- Increased ceiling height.

Height Limits:

- Generally a maximum of 3 storeys for holiday accommodation / grouped dwelling units. An increased height limit for the Hotel/Restaurant building may be considered. Height limits would be expressed as building height to top of walls and the top of roof from the existing ground level.

Landscaping

- Selection of low water tolerant /drought resistant plant species to assist water conservation;
- Provision of shade trees within the development;
- Hard landscaping elements to compliment the architectural theme, with high durability to wind, salt, dust and sun.

1.8 Public Open Space Provision

No Public Open Space (POS) contribution shall be required either as land or as a cash-in-lieu contribution under this Development Plan, given the primary purpose of the Development Plan is to facilitate development of a Hotel/Holiday Accommodation facility.

1.0 Implementation Framework

Proposed Development Plan
Lot 381 Second Avenue, Onslow

1.9 Foreshore Management

A Notification pursuant to Section 165 of the *Planning and Development Act 2005* is to be placed on the Certificate(s) of Title of the lot / proposed lots as a condition of development and/or subdivision approval advising the lot is subject to potential coastal erosion risk and is subject to a Foreshore Management Framework.

The requirement for any direct adaptation or management of the coastal setback area shall be in accordance with the criteria set out in an approved Foreshore Management Framework.

In the event direct adaptation or management of the coastal setback area is necessary, this shall be undertaken at the landowners' cost, in consultation with the Shire of Ashburton and appropriate state government departments.

In order to facilitate these arrangements, a legal deed of agreement shall be prepared, at the landowners' cost, between the landowner(s) and the appropriate state government department as a condition of development or subdivision approval. The Legal Deed shall be secured via a caveat on the titles of the lot(s) and shall address matters including, but not limited to:

- The requirement for a Reserve Fund to be established for contributions towards adaptation or management works. The Reserve Fund shall only be established at such time as the dune field width is less than 70m.
- Contributions shall be determined at the time a Reserve Fund is established having regard to the recommendations of an approved Foreshore Management Framework.
- Contributions shall be made on a pro-rata (per m²) basis in the event Lot 381 is subdivided.

1.0 Implementation Framework

Proposed Development Plan
Lot 381 Second Avenue, Onslow

1.10 Operation and Implementation

The operation and implementation of the Development Plan shall be as set out in Table 1.

Table 1:

DOCUMENTATION	DEVELOPMENT PLAN	DEVELOPMENT APPLICATION	RELEVANT AUTHORITY
COASTAL HAZARD			
Coastal Setback Assessment Foreshore Management Framework	Documented in Development Plan / Report appended	Condition of Development Approval	Shire of Ashburton / Dept. of Planning / Dept. of Transport
ENGINEERING			
Road Access	Documented in Development Plan Report	Condition of development approval	Shire of Ashburton
Servicing	Documented in Development Plan Report	Condition of development approval	Shire of Ashburton / Water Corporation / Western Power
Storm Water Management	Documented in Development Plan Report	Condition of development approval	Shire of Ashburton
Geotechnical Report	Documented in Development Plan Report	Condition of development approval	Shire of Ashburton
FIRE MANAGEMENT			
Fire Management Plan	Documented in Development Plan Report	Condition of development approval	Shire of Ashburton/ DFES

PART ONE - PLAN 1

Development Plan

(Figure 3)



- NOTES**
1. Development and Subdivision shall generally be in accordance with the endorsed Development Plan.
 2. Preparation and implementation of a Foreshore Management Framework shall be required as a condition of Development and Subdivision approval.
 3. A Notification pursuant to Section 165 of the *Planning and Development Act 2005* is to be placed on the Certificate(s) of Title of the lot / proposed lots as a condition of development and/or subdivision approval advising the lot is subject to potential coastal erosion risk and is subject to a Foreshore Management Framework.
 4. Vehicular access to the site shall be via an extension of Second Avenue.
 5. Design Guidelines for the site shall be prepared by the proponent and endorsed by Council prior to determining an application for development approval. Development on the site shall generally be limited to three storeys, however an increased height limit for the hotel/restaurant may be considered.
 6. An Acoustic Assessment of potential noise impacts from the Onslow Salt Conveyor which considers any required noise mitigation measures for the site may be required as a condition of Development Approval.
 7. Car parking on site shall be provided in accordance with Scheme requirements.
 8. Boundary setbacks shall be in accordance with the Residential Design Codes for R50 density coded land, or as otherwise required by an approved Fire Management Plan.
 9. A Stormwater Management Plan shall be required as a Condition of Development Approval.
 10. A comprehensive Landscaping Plan shall be required as a Condition of Development Approval.
 11. A Fire Management Plan may be required prior to Council determining an application for Development Approval.

LEGEND

Zones:	
Tourism (R50)	
Other:	
Development Plan Area	
Indicative Building Footprints	
Restaurant/Hotel	
Holiday Accommodation (Short Stay)	
Grouped Dwellings	
Long Stay Accommodation	
Proposed Survey-Strata Boundaries	
Indicative Pedestrian Link to Boardwalk (subject to detailed survey and design)	



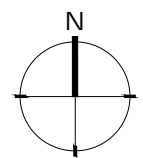
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DEVELOPMENT PLAN

Lot 381 Second Avenue

ONSLOW

22 May 2013



1:1000 @ A3

Figure 3

Notes:

- This document may only be used for the purpose for which it was commissioned and in accordance with the Terms of Engagement.
- The dimensions, areas and number of lots are subject to survey and also the requirements of all authorities.

12931-DP-F3-130430A

Part Two - Explanatory Section

1.0 Planning Background

Proposed Development Plan
Lot 381 Second Avenue, Onslow

1.1 Introduction and Purpose

This submission has been prepared by Dykstra Planning on behalf of Onslow Developments in respect of Lot 381 Second Avenue, Onslow ("the subject land").

This report represents an application to the Shire of Ashburton to consider a proposed Development Plan over the subject land. The adoption of the proposed Development Plan will facilitate development of Lot 381 for a Hotel and Holiday Accommodation facility and long stay /residential use. In addition, the Development Plan is intended to provide a framework for the potential survey-strata subdivision of lots to accommodate complimentary permissible uses, including permanent residential use (grouped dwellings). The proposal also demonstrates the use is appropriate in this location, having regard to coastal management considerations.

Council, at its Meeting of 16 February 2011 considered a request seeking "In principle" support for a Scheme Amendment to enable some of the land to be used for residential purposes. Council confirmed its support for the proposal subject to a suitably comprehensive application being submitted. In considering this preliminary proposal, Council consulted with the Department of Planning, who indicated a mixed zoning could be contemplated, given this would be consistent with the recommendations of the Onslow Townsite Strategy.

Having undertaken further concept planning for the site, including a review of the permissibility of land uses within the Tourism zone, it is apparent the Scheme is sufficiently flexible to enable the landowner's intended use for Lot 381. Hence, a Scheme Amendment is not required. Instead, a Development Plan is considered the appropriate mechanism to enable Council and the Western Australian Planning Commission to consider the proposed use of the land.

This proposal is accompanied by a Development Plan Map prepared in accordance with the Shire of Ashburton Town Planning Scheme No.7, which is included at Part One (**Plan 1**) of this report.

This Development Plan Explanatory Report includes a detailed description of the proposal, provides an evaluation of the relevant town planning, coastal management and servicing considerations applicable to the land, and details the rationale supporting the proposed Development Plan.

1.0 Planning Background

Proposed Development Plan
Lot 381 Second Avenue, Onslow

1.2 Land Description

1.2.1 Location

The subject land is situated at the northern extent of the Onslow Townsite near Beadon Point, approximately 600m due north-west of the Onslow Town Centre (**Appendix 1 - Figure 1 refers**).

1.2.2 Area and Land Use

The subject land comprises a single lot and has a total area of 2.37 ha.

The site was used in the past as part of bulk fuel storage and pumping facility established during 1942-1944. This infrastructure has since been removed and the site remediated. The land is now vacant. The nature of existing land use on the site and on surrounding land is depicted on the Aerial Photograph at **Appendix 1 (Figure 2)**.

1.2.3 Legal Description and Ownership

The subject land is described as Lot 381 on Deposited Plan: 205462, Volume: 1558, Folio: 483. A copy of the Certificate of Title is included at **Appendix 2**. Whilst the subject land is formally known as Lot 381 Third Avenue, for the purpose of this application it is referred to as Lot 381 Second Avenue, given it is intended that gazetted road access via an extension of Second Avenue be provided as part of the development of the site.

1.3 Planning Framework

1.3.1 Shire of Ashburton TPS No.7

Lot 381 is zoned "Tourism" under the Shire of Ashburton Town Planning Scheme No.7 and is surrounded by Unallocated Crown Land reserved for Conservation, Recreation and Nature Landscape purposes. A Public Purpose reserve also adjoins the southern lot boundary which contains water supply infrastructure.

The land has frontage to the existing Second Avenue/Third Avenue road reserve adjacent to its south-eastern boundary, however this portion of the road has not been formally constructed.

1.0 Planning Background

Proposed Development Plan Lot 381 Second Avenue, Onslow

The Tourism Zone is considered a subset of the Commercial Zones and hence clause 6.10 of TPS No.7 applies:

“6.10 Commercial Zones

- 6.10.1 *Development in the Commercial and Civic and Tourism Zones should be generally in accordance with the strategic statements contained in the Scheme Report, or strategic statements contained in the Scheme Report, or policy in the policy manual.*
- 6.10.2 *In the absence of strategic or policy statements for land within the zones referred to in subclause 6.10.1 Local Government, when considering a planning application, shall take into account other matters it considers relevant to the proposal including floor space limitations, setbacks from boundaries and height of structures.*
- 6.10.3 *The density of residential development in the Commercial and Civic and Tourism zones shall not exceed R50, with the exception of land located within the Onslow Hazard Special Control Areas, where residential development shall not exceed R30.”*

TPS No. 7 identifies an “Onslow Coastal Hazard Area – Special Control Area”. The subject land is located outside this Special Control Area.

The permissibility of land uses within the Tourism zone is set out within the Zoning Table. The permissibility of various land uses within the Tourism zone is summarised in **Table 2** below.

Table 2

LAND USE CLASSIFICATION	TOURISM
Caretaker’s Dwelling	I
Grouped Dwelling	D
Holiday Accommodation	P
Hotel	D
Multiple Dwellings	A
Single House	X
Transient Workforce Accommodation	D
Restaurant	P
Shop	D
Take-away Food Outlet	D
Reception Centre	D

1.0 Planning Background

Proposed Development Plan Lot 381 Second Avenue, Onslow

- P Means that the use is permitted by the Scheme providing the use complies with the relevant development standards and requirements of the Scheme.
- D Means that the use is not permitted unless the Local Government has exercised its discretion by granting planning approval.
- A means that the use is not permitted unless the Local Government has exercised its discretion and has granted planning approval after giving special notice in accordance with Clause 5.7.
- I means that the use is not permitted unless the development is incidental to the predominant development on the lot as decided by Local Government .
- X means a use is not permitted by the Scheme.

Under TPS No.7, A single house is defined as: *“an independently constructed dwelling standing wholly on its own lot created pursuant to the Town Planning and Development Act. The dwelling may or may not include ancillary accommodation.”*

It is noteworthy that whilst a single house is not permissible within the Tourism zone, grouped dwellings are permissible. The Development Plan does not propose any single houses on Lot 381.

1.3.2 Onslow Townsite Strategy (2011)

The Onslow Townsite Strategy (“The Strategy”) was formally adopted by the Shire of Ashburton in July 2010 and endorsed by the WAPC in March 2011. A copy of the Onslow Townsite Strategy Map is *attached* at **Appendix 3** for reference.

The Strategy identifies the following actions applicable to Tourism considered necessary to progress the implementation of the Strategy.

“3.7 Tourism

- ***Identify areas for a range of tourist accommodation types and facilities.***
- *Encourage a potential marina development to include tourist accommodation and facilities.*
- *Ensure that transit workforce accommodation is not located within areas zoned for tourism.”*

(* our emphasis)

1.0 Planning Background

Proposed Development Plan Lot 381 Second Avenue, Onslow

The proposed use of the site predominantly for a Hotel/Holiday Accommodation facility is consistent with the Strategy action referenced above.

Further, the Onslow Townsite Strategy Map includes the following notation:

“In preparing the Structure Plan, alternate access to Lot 381 and the Water Corporation site be considered. In relation to Lot 381, Council would be prepared to consider a mixed zoning that provided for residential use in the context of an overall tourist/residential development.”

The Development Plan (Structure Plan) for Lot 381 has regard for the intent for the site identified in the Strategy, including the need to resolve access issues. Further details are provided in Section 3.3 of this Report.

Land to the south of the site is identified as part of a “Proposed Development Investigation Area (subject to detailed Structure Planning).” Further planning work has been progressed over the investigation area in the form of the Onslow Townsite Expansion Stage 1 Development Plan (adopted January 2013). Lot 381 falls outside of the Onslow Townsite Expansion area.

1.3.3 State Planning Policy 2.6 – State Coastal Planning

In June 2003, the Western Australian State Government released State Planning Policy 2.6 – State Coastal Planning. SPP 2.6 provides guidance for new development, including subdivision and strata subdivision, on the Western Australian coastline. SPP 2.6 outlines the recommended criteria for use in determining the appropriate Physical Processes Setback (PPS). The PPS should provide a low level of risk to development from coastal erosion over a 100 year planning horizon.

In 2010, a position statement was released by the WAPC advising a review of SPP 2.6 was being progressed, having particular regard to projected increases in sea level rise.

Further, a revision of SPP 2.6 (draft SPP 2.6 – 2012) was subsequently released, which recognised that coastal setbacks and infill levels need not be the only available techniques for mitigation of the risk increase associated with potential climate change. Whilst the revision of SPP 2.6 recommends that hazard avoidance should remain the primary strategy for new developments, the policy acknowledges that development as part of existing townsites may need to be capable of adapting to sea level rise.

1.0 Planning Background

Proposed Development Plan
Lot 381 Second Avenue, Onslow

A preferential adaptation hierarchy of Avoid-Retreat-Accommodate-Protect is recommended. This proposal addresses possible strategies for coastal hazard risk mitigation, in accordance with the draft revised SPP 2.6.

Further details are provided in subsequent sections of this Report.

1.3.4 WAPC Planning Bulletin 83 - 2013 - Planning for Tourism

Planning Bulletin 83 guides decision making by the WAPC and local government for subdivision, development and Scheme Amendment proposals for Tourism purposes. Planning Bulletin was adopted to implement the recommendations of the Tourism Planning Task Force which formed to address the following key issues:

- Pressure to redevelop tourism sites for residential purposes; and
- Potential conflict between short stay tourists and permanent residents.

The Planning Bulletin sets out the criteria whereby residential development may be considered within tourism sites, and where subdivision of Tourist zoned land would be supported.

The relevant criteria set out in the Planning Bulletin have been addressed by this proposal as follows:

Mixed Use / residential development within tourism sites

Proposals for non-tourist accommodation developments (such as permanent residential, commercial, restaurant etc.) within tourism sites should be considered on a case by case basis.

In this situation, the Tourism Zone under TPS No.7 provides for a range of land uses, including commercial type uses (shop/restaurant) and permanent residential uses (grouped dwellings/multiple dwellings).

Further, the adopted Onslow Townsite Strategy specifically acknowledges the prospect of residential uses in the context of an overall tourist /residential development. The Development Plan process enables an integrated approach to considering the appropriate balance between the proportion of short stay holiday accommodation and long stay residential use, having regard to relevant design and site management considerations. In terms of design, long stay accommodation would

1.0 Planning Background

Proposed Development Plan Lot 381 Second Avenue, Onslow

be located separately to short stay accommodation and sited so as to achieve appropriate separation from the more intensive tourist uses on the site, such as the Restaurant/ Hotel facility.

In this regard, the Development Plan for Lot 381 proposes a proportion of the overall accommodation to potentially be used for long stay residential use. The final percentage would be dependent on the design on the hotel component, in particular.

Subdivision of tourist zoned land

Limited survey-strata subdivision is proposed as part of the Development Plan to provide for separate land tenure of the proposed Grouped Dwelling and some long stay accommodation sites. Given these sites will remain as part of the original parent lot, a management statement for the overall site could address common onsite management issues.

1.3.5 Local Planning Policies

1.3.5.1 Onslow Interim Town Centre Design Guidelines

The Shire of Ashburton has developed a Local Planning Policy – *Onslow Interim Town Centre Design Guidelines*. Given the Policy relates to development within the town centre, it is not directly applicable to this proposal, however, the Development Plan has regard to the intent of relevant design elements contained within the Policy which may be applicable to the preparation of detailed plans at the Development Application Stage. A requirement for the preparation of site specific Design Guidelines is reflected on the Development Plan Map.

1.3.5.2 Consultation for Planning Proposals

The Shire has adopted a Local Planning Policy – *Consultation for Planning Proposals* to guide the consultation process undertaken as part of considering planning proposals, including Development Plans. It is anticipated the Shire will determine the level of consultation required for the Development Plan over Lot 381 following a preliminary assessment of the proposal.

2.0 Site Opportunities and Constraints

Proposed Development Plan
Lot 381 Second Avenue, Onslow

2.1 Coastal Setbacks

A report prepared by MP Rogers and Associates (MRA) on behalf of Landcorp, titled “*Onslow Townsite Planning Coastal Setbacks and Development Levels*” was prepared in 2011. The document examines the extent of a Physical Processes Setback from the Horizontal Setback Datum (HSD) along the Onslow shore line. The MRA report recommended a coastal setback of 209m, which significantly impacted upon Lot 381.

Given the impact of the recommended coastal setbacks on the development potential of Lot 381, Damara WA Pty Ltd – Coastal Engineers were commissioned to undertake a site-specific assessment of potential coastal hazards (including inundation and erosion) affecting the site and evaluate their potential mitigation.

A draft Report titled *Coastal Setback Assessment (2012) – Lot 381 Second Avenue, Onslow* was presented to the Department of Transport and Department of Planning in December 2012 / January 2013 for preliminary comment. As a result of comments received from the Department of Planning, the Coastal Setback Assessment Report was revised and a supplementary document titled *Foreshore Management Framework – Lot 381 Second Avenue, Onslow (2013)*, was prepared.

A copy of the draft Foreshore Management Framework is included at **Appendix C**. The Report advises:

Lot 381 Second Avenue Onslow is located in the high dunes landward of Beadon Point, at the northern end of Onslow townsite. The site has a 150m wide erosion buffer, which includes primary dunes with sufficient width and height to resist erosion from an extreme storm sequence. It is considered that this buffer is adequate for the protection of the site against coastal change for the next 100 years if consideration is given to the stabilising influence of the intertidal rock platform and ongoing sand supply from the Ashburton River. However, due to the uncertainty associated with projecting coastal change, particularly at a site which may be affected by tropical cyclones, it is appropriate the erosion hazard to Lot 381 to be managed through an adaptive framework.

The recommended approach for management is a focus upon dune resilience through growth and post-event recovery, as the fore-dune field and primary dunes provide an effective dynamic buffer against storm events. Triggers for active management are broadly based upon monitoring of the coastal dune width relative to the Lot 381 boundary:

2.0 Site Opportunities and Constraints

Proposed Development Plan Lot 381 Second Avenue, Onslow

- *For a dune width of >70m, no direct adaptation is considered necessary. The setback buffer should continue to be maintained (i.e. no development seaward) and general management works to encourage dune recovery should be considered following informal (non-technical) monitoring on an annual basis;*
- *For dune field width of 35-70m, increased attention should be given to maintenance of the setback buffer and encouraging dune resilience. Dune monitoring should be formal (surveyed), with inspection twice per year. The potential for significant management actions should be assessed in more detail if the dune field is <70m width;*
- *For a dune width of <35m, direct action to mitigate the risk associated with erosion hazard is recommended. Detailed evaluation and implementation of management options should be undertaken. In the event that available management options are not economic or effective, then managed retreat should be planned. Dune monitoring should be formal (surveyed and interpreted by a coastal engineer), occurring after every storm event*

It is re-iterated that the existing buffer is considered likely to be adequate for the next 100 years, with the majority of management being limited to assessment (monitoring) rather than on-ground actions. However, the adaptive management framework provides a basis with which to securely manage the erosion hazard to Lot 381.

Both the revised Coastal Setback Assessment and Foreshore Management Framework were submitted to the Department of Planning in May 2013 for further review and comment.

2.2 Landform and Soils

The site was used in the past as part of bulk fuel storage and pumping facility. As a result of the previous use of the site, it was reported to the DEC as required under the Contaminated Sites Act, 2003 and classified as “Contaminated – remediation required”.

An initial study was undertaken by Sinclair Knight Merz on behalf of the Shire of Ashburton “*Report for the Assessment of Oil Contamination – 2001*”. At the time the use of the site was intended to be for recreational purposes and the existing structures were to remain on site.

Following acquisition of the land by Onslow Development, WSP Environmental Pty Ltd (WSP) were engaged to undertake a Preliminary Site Investigation (PSI) and subsequent Detailed Site Investigation (DSI).

2.0 Site Opportunities and Constraints

Proposed Development Plan Lot 381 Second Avenue, Onslow

Following the WSP Report, the landowners isolated the contaminated soil and conducted bioremediation of the soil.

During 2010, Enviroworks Consulting prepared a Remediation and Validation Report including further water monitoring and soil sampling. Ultimately, the DEC was satisfied the classification of the site should be revised and the Memorial on Title advising of the classification was removed. A copy of correspondence from the DEC is included at **Appendix 4**.

The previous environmental reporting on the site advised the following:

- Soils on site are sandy, and primarily made up of poorly consolidated small to medium sized grain quartzose calcarenite varying in colour from white/grey to orange/red.
- The WSP Report identified a thin limestone layer at approximately 2-3 m below the natural ground level.
- Imported clean fill was applied to the site as part of remediation works, and has established a finished level of approximately 10-11m AHD.
- Rainwater will typically infiltrate quickly through the sandy surface soils.
- There is a low risk of disturbing acid sulfate soils on site.

Hence, the soils on site are capable of supporting the form of development proposed.

2.3 Ground Water and Surface Water

Groundwater monitoring undertaken as part of the previous environmental investigations recorded groundwater at a depth of approximately 0.8 m AHD, hence a depth to groundwater of 9-10m from the surface. Given the depth to groundwater and the absence of any surface water features, there are no anticipated constraints to development in the manner proposed due to site hydrology.

2.4 Bush Fire Hazard

Given the location of the site, in close proximity to the coastline, the nature of adjoining vegetation which generally comprises grass steppe, soft spinifex and scattered low scrub (under 2m in height) and availability of a scheme water supply, the site is not considered to be susceptible to extreme bushfire risk. Should a bush fire hazard assessment and/or a Fire Management Plan be required, this could be undertaken either prior to Council determining a Development Application on Lot 381 or as a condition of Development Approval.

3.0 Proposed Land Use

Proposed Development Plan
Lot 381 Second Avenue, Onslow

3.1 Overview of the Proposal

The purpose of the Development Plan is to facilitate the development of a Hotel /Holiday Accommodation facility as well as a proportion of long stay /permanent residential accommodation, including two grouped dwellings, on Lot 381.

The Development Plan design incorporates the following components:

- Two 942 m² sites each containing a grouped dwelling;
- Two 894 m² sites each containing potentially four (4) long stay accommodation units;
- A Hotel/Holiday Accommodation site, accommodating a Hotel, Restaurant, Reception, Pool, short stay and long stay accommodation, car parking, visitor amenities etc;
- An internal driveway system; and
- Landscaping

The Development Plan included as **Plan 1** in the Statutory Section of this report and the Development Plan - Context at **Appendix 1 (Figure 4)** in the Explanatory Section of this report depict the location and scale of development on the site, as well as the relationship of the Development Plan to surrounding land and development.

3.2 Development Plan Design and Integration

3.2.1 Site Layout

The proposed development has been designed to provide for an integrated range of uses on the site. A centrally located Hotel/Restaurant building and associated facilities would be conveniently located for occupants of the short stay holiday accommodation, whilst still enabling reasonable separation between the proposed grouped dwellings intended for permanent residential use and long stay accommodation.

The orientation of buildings would seek to maximise coastal views whilst also facilitating effective ventilation from cooling breezes. Detailed building design would be consistent with Design Guidelines prepared prior to development application stage, according to the principles outlined in the statutory section of this report.

3.0 Proposed Land Use

Proposed Development Plan Lot 381 Second Avenue, Onslow

3.2.2 Survey-strata Subdivision

The Development Plan also provides for limited survey-strata subdivision of the site, to create a total of five (5) lots, in accordance with the Concept Survey-strata Plan at **Appendix 1 (Figure 5)**. The Hotel / Short stay accommodation uses will be contained on a single strata lot of 1.96 ha, with access provided via common property from the proposed extension of Second Avenue. Separate lots would provide for grouped dwellings (Lots 1 and 2) and long stay accommodation (Lots 3 & 4).

It is anticipated all lots would be subject to a strata management scheme required as a condition of subdivision approval.

3.3 Movement Networks

Gazetted road frontage to Lot 381 is derived from the Third Avenue road reserve. However, Lot 381 is currently provided with vehicular access via a track over Unallocated Crown Land extending from the Second Avenue Road reserve.

The landowner of Lot 381 has previously requested the Shire consider supporting an extension of Second Avenue up to the eastern boundary of Lot 381. In addition, the landowner has previously consulted the Department of Regional Development and Lands who advised a formal resolution of Council would be required in order to facilitate the dedication of (an extension to) a public road. At its 21 September 2011 Meeting, the Council resolved to support, in principle, the concept of establishing a new road reserve connection between Second Avenue, to the eastern boundary of Lot 381.

As part of its Resolution, Council advised the owner he would be responsible for various administrative, consultancy and construction costs associated with the proposed road extension. Whilst the landowner has progressed survey work to assist the design of the new road, it was considered prudent to progress planning work via the Development Plan process, particularly given potential constraints to development of the site associated with coastal erosion risk. Once the Development Plan approval process has substantially progressed, detailed road design could be finalised and the dedication of the land progressed through the Department of Regional Development and Lands.

Construction of the road extension would be to Council's specifications and could be required as a condition of Development Approval. Internally to the site, a sealed driveway arrangement would be constructed to provide access to Holiday Accommodation Units, the Hotel/Restaurant building, car parking and service areas.

3.0 Proposed Land Use

Proposed Development Plan Lot 381 Second Avenue, Onslow

A cul-de-sac arrangement would be constructed to ensure waste collection vehicles could efficiently access the development. Driveway widths could be detailed at development application stage, and would be of sufficient width to enable two way vehicular access.

Pedestrian paths would be provided within the site and a connection to the Ian Blair Memorial Boardwalk which runs parallel to the northern boundary of the site is proposed.

3.4 Foreshore Management Framework

A draft Foreshore Management Framework has been prepared to establish guidelines for management of the foreshore adjacent to Lot 381. A copy of the Foreshore Management Framework is included at **Appendix 4**. It is anticipated implementation of an endorsed Foreshore Management Framework would be required as a condition of Development and subdivision Approval.

Further details pertaining to implementation of the Foreshore Management Framework, including the requirement for a Legal Deed to be prepared and proposed mechanism for funding adaptation and management works is included at **Part 1** (Statutory Section) of this Report.

3.5 Local Water Management

The stormwater strategy for the development area will be designed to ensure flood protection during high intensity storms. Given the nature of imported fill on the site and the existing levels of 10-11 m AHD, onsite infiltration via soakwells is envisaged to dispose of stormwater associated with 1 in 1 year ARI events. Management of the 1 in 5 year ARI event may include conveyance via an extension of the pit and pipe network servicing the townsite, if appropriate. 100 year ARI events will be accommodated via flood routing via the formed driveway and road reserves. Detailed road design, including drainage management would be undertaken as part of providing the proposed extension of Second Avenue to service the development.

3.6 Infrastructure and Services

3.6.1 Sewer Reticulation

The endorsed Onslow Townsite Expansion Stage 1 - Development Plan was supported by a Servicing Report prepared by Wood and Grieve Engineers.

A Conceptual Plan provided by the Water Corporation included within the Servicing Report and *attached* at **Appendix 6** for reference, provides for an

3.0 Proposed Land Use

Proposed Development Plan Lot 381 Second Avenue, Onslow

extension of the existing 150mm sewer line within Second Avenue to service Lot 381.

Whilst the Stage 1 Development Plan report notes there is capacity within the existing infrastructure to support nominal population growth, forecasts indicate the current treatment capacity will be exceeded in 2013 and disposal capacity exceeded in 2016. It is anticipated the planning and development of additional facilities will be undertaken by the Water Corporation as planning proposals are brought forward within the Onslow Townsite and that sewer provision will not be a constraint to development of the site.

3.6.2 Water Reticulation

The Water Corporation has advised that the Onslow water supply scheme is currently operating close to full capacity. While meeting current service obligations, the Water Corporation has advised at this stage is unable to guarantee the availability of water services for future development.

Accordingly, investigations are underway to expand the water supply system to support additional growth in the Onslow townsite, including installation of additional production bores. Initially, a booster pump station and upgrading of a transfer pipeline is proposed to increase the capacity of the scheme. The Water Corporation's planning indicates a new tank and booster pump station would be required prior to providing additional water supply capacity. Once this infrastructure is commissioned it is understood the existing tanks within the townsite would be decommissioned, including the existing tank on the Water Corp site adjoining Lot 381.

3.6.3 Power and telecommunications

Upon extension of the Second Avenue road reserve to service the site, power infrastructure would also be extended within the road reserve to the site. Hence, it is anticipated an underground power connection and telecommunications can readily be provided to service the proposed development.

4.0 Conclusion and Implementation

Proposed Development Plan Lot 381 Second Avenue, Onslow

This Development Plan has been prepared to guide the development and limited subdivision of the subject land.

The existing planning framework applicable to the Onslow townsite has facilitated the preparation of a Development Plan to guide the orderly and proper planning of this precinct for predominantly tourism purposes.

The Development Plan has been compiled in accordance with the requirements of the Shire of Ashburton TPS 7. Part 6.4 of the Scheme stipulates the manner in which the Development Plan will be processed by the Shire of Ashburton and following its adoption by the local authority, by the WAPC. Following adoption of the Development Plan, a development application prepared in accordance with the Development Plan can be approved.

Further details pertaining to the implementation of the Development Plan are included at **Part 1** (Statutory Section) of this Report.

In view of the above considerations, Dykstra Planning respectfully seeks Council's support for the adoption of the Development Plan and subsequently, its adoption by the Western Australian Planning Commission.

Appendix 1 Plans

**Proposed Development Plan
Lot 381 Second Avenue, Onslow**

Figure 1 - Location Plan

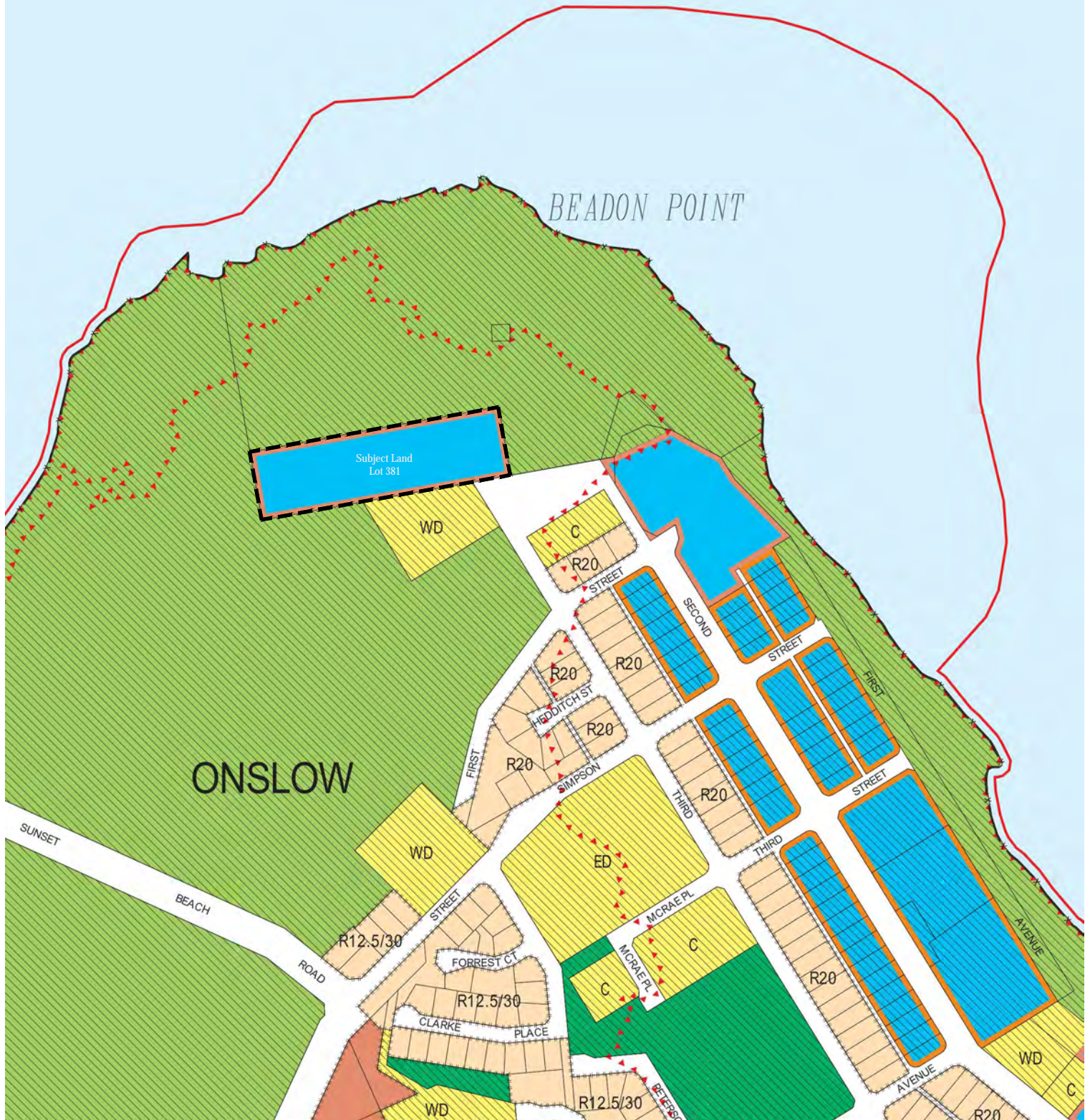
Figure 2 – Aerial Photograph

Figure 3 – *refer* to Statutory Section Part 1

Figure 4 – Development Plan – Context

Figure 5 – Concept Survey-strata Plan

INDIAN



Subdivision, Rezoning, Structure
Planning, Development Planning,
Design, Advocacy
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LOCATION PLAN Lot 381 Second Avenue ONSLOW

30 April 2013



Figure 1

- Notes:
- This document may only be used for the purpose for which it was commissioned and in accordance with the Terms of Engagement.
 - The dimensions, areas and number of lots are subject to survey and also the requirements of all authorities.



Lot 381



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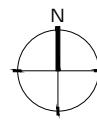
admin@dykstra.com.au

AERIAL PHOTOGRAPH

Lot 381 Second Avenue

ONSLOW

2 May 2013



NTS

Figure 2

Notes:

- This document may only be used for the purpose for which it was commissioned and in accordance with the Terms of Engagement.
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LEGEND

Zones:

- Tourism (R50)

Other:

- Development Plan Area
- Indicative Building Footprints
- Restaurant/Hotel
- Holiday Accommodation (Short Stay)
- Grouped Dwellings
- Long Stay Accommodation
- Proposed Survey-Strata Boundaries
- Indicative Pedestrian Link to Boardwalk (subject to detailed survey and design)

- NOTES**
1. Development and Subdivision shall generally be in accordance with the endorsed Development Plan.
 2. Preparation and implementation of a Foreshore Management Framework shall be required as a condition of Development and Subdivision approval.
 3. A Notification pursuant to Section 165 of the *Planning and Development Act 2005* is to be placed on the Certificate(s) of Title of the lot / proposed lots as a condition of development and/or subdivision approval advising the lot is subject to potential coastal erosion risk and is subject to a Foreshore Management Framework.
 4. Vehicular access to the site shall be via an extension of Second Avenue.
 5. Design Guidelines for the site shall be prepared by the proponent and endorsed by Council prior to determining an application for development approval. Development on the site shall generally be limited to three storeys, however an increased height limit for the hotel/restaurant may be considered.
 6. An Acoustic Assessment of potential noise impacts from the Onslow Salt Conveyor which considers any required noise mitigation measures for the site may be required as a condition of Development Approval.
 7. Car parking on site shall be provided in accordance with Scheme requirements.
 8. Boundary setbacks shall be in accordance with the Residential Design Codes for R50 density coded land, or as otherwise required by an approved Fire Management Plan.
 9. A Stormwater Management Plan shall be required as a Condition of Development Approval.
 10. A comprehensive Landscaping Plan shall be required as a Condition of Development Approval.
 11. A Fire Management Plan may be required prior to Council determining an application for Development Approval.



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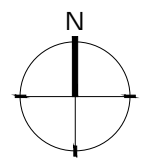
admin@dykstra.com.au

DEVELOPMENT PLAN - CONTEXT

Lot 381 Second Avenue

ONSLOW

22 May 2013



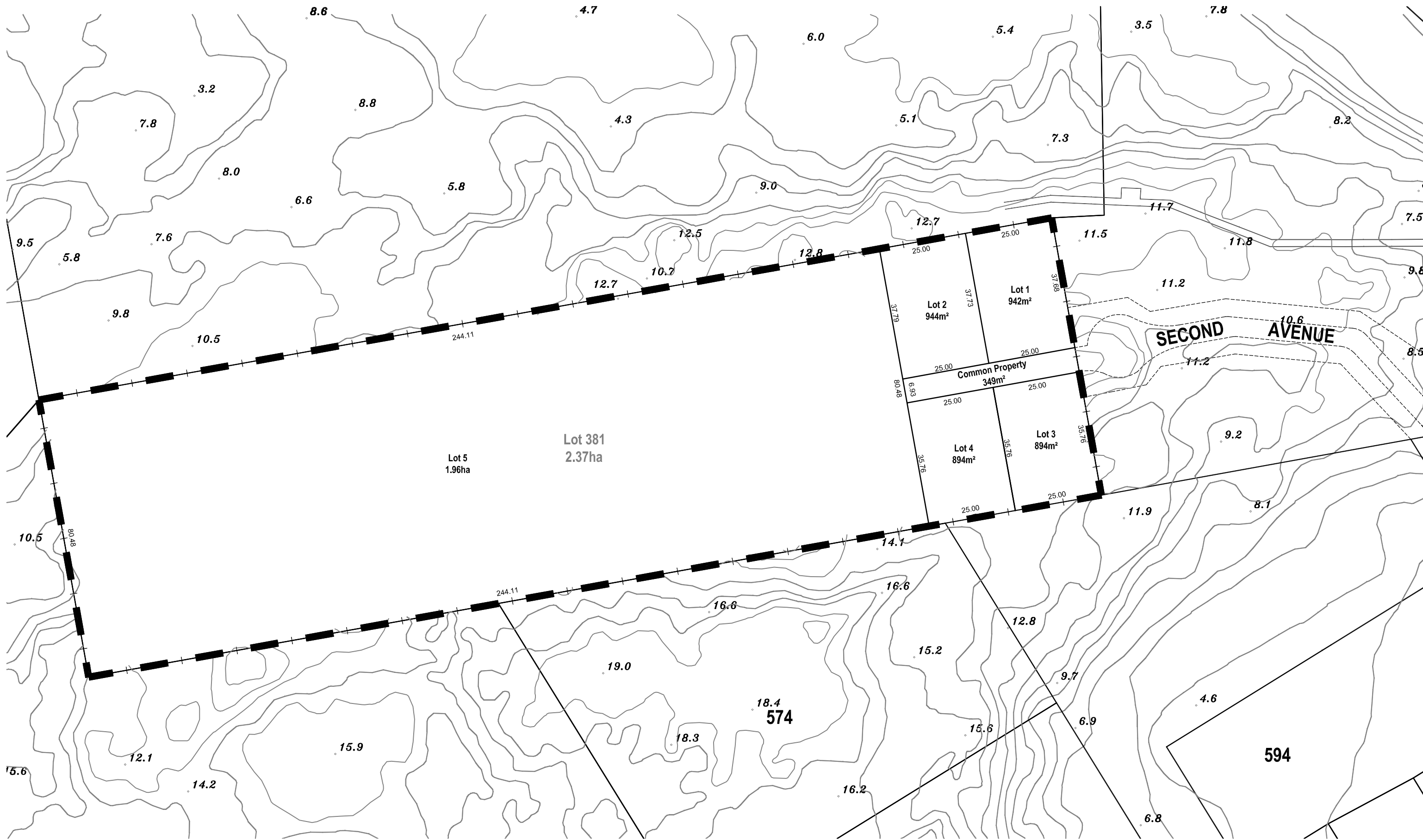
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Figure 4

Notes:

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12931-DP-F3-130430-A




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CONCEPT SURVEY STRATA PLAN

Lot 381 Second Avenue

ONSLow

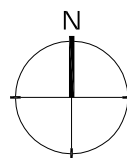
2 May 2013

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Figure 5

- Notes:
- This document may only be used for the purpose for which it was commissioned and in accordance with the Terms of Engagement.
 - The dimensions, areas and number of lots are subject to survey and also the requirements of all authorities.

12931-DP-F3-130430-A

Appendix 2
Certificate of Title

Proposed Development Plan
Lot 381 Second Avenue, Onslow

WESTERN



AUSTRALIA

REGISTER NUMBER 381/DP205462	
DUPLICATE EDITION 1	DATE DUPLICATE ISSUED 6/1/2007

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME **1558** FOLIO **483**

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

REGISTRAR OF TITLES



LAND DESCRIPTION:

LOT 381 ON DEPOSITED PLAN 205462

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

HERBERT MINING & EARTHMOVING PTY LTD
LENNARD DAVID BUTLER
MATTIE JEAN BUTLER
ALL OF PO BOX 6, ONSLOW
AS TENANTS IN COMMON IN EQUAL SHARES

(T K032717) REGISTERED 20 DECEMBER 2006

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

1. 63692/1964 SUBJECT TO CERTAIN MINERAL AND OTHER RESERVATIONS AS SET OUT IN TRANSFER 63692/64. REGISTERED 1.1.1964.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.

* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.

Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

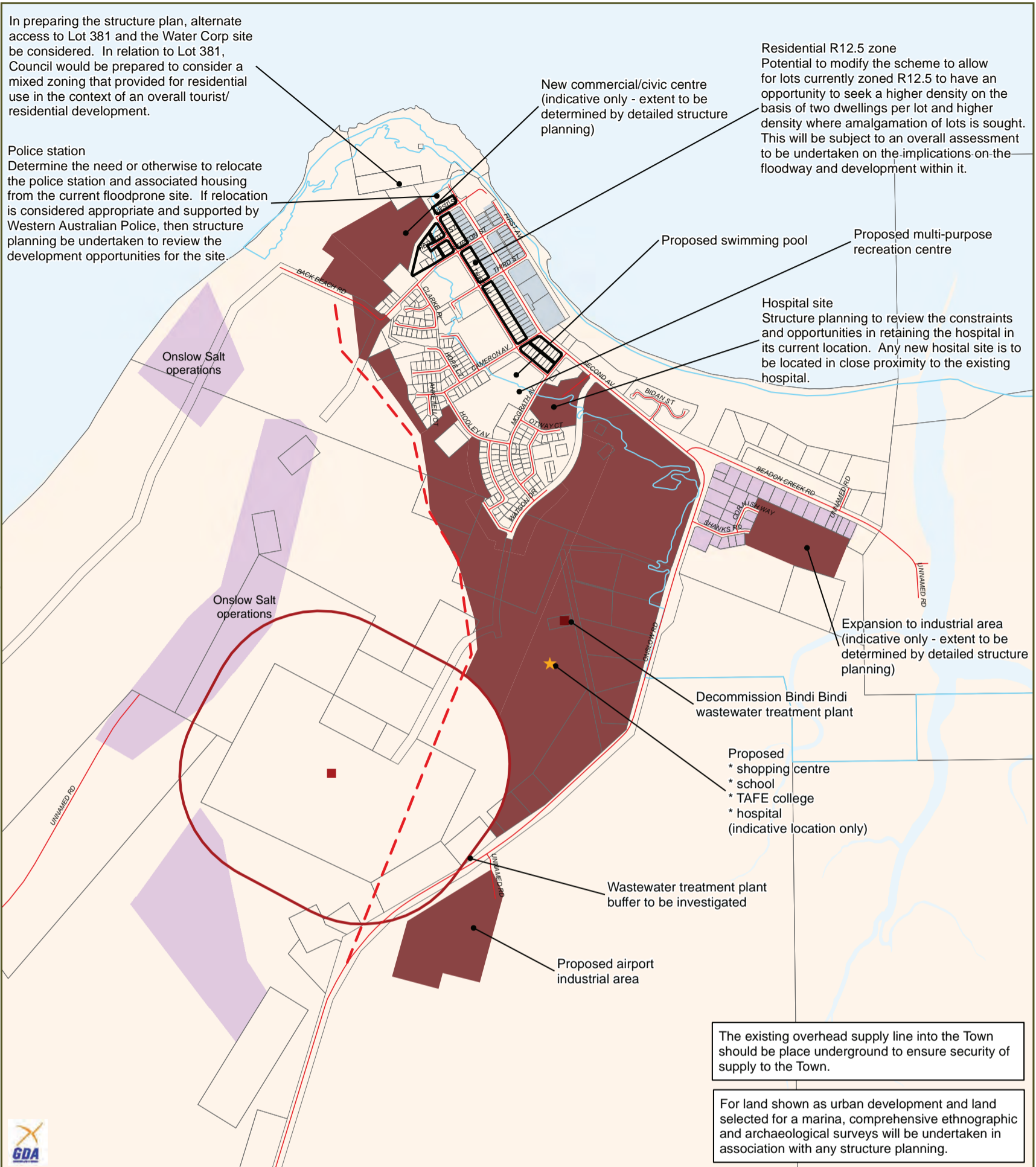
SKETCH OF LAND: 1558-483 (381/DP205462).
PREVIOUS TITLE: 1504-40.
PROPERTY STREET ADDRESS: LOT 381 THIRD ST, ONSLOW.
LOCAL GOVERNMENT AREA: SHIRE OF ASHBURTON.

NOTE 1: A000001A LAND PARCEL IDENTIFIER OF ONSLOW TOWN LOT/LOT 381 (OR THE PART THEREOF) ON SUPERSEDED PAPER CERTIFICATE OF TITLE CHANGED TO LOT 381 ON DEPOSITED PLAN 205462 ON 17-JUL-02 TO ENABLE ISSUE OF A DIGITAL CERTIFICATE OF TITLE.

NOTE 2: THE ABOVE NOTE MAY NOT BE SHOWN ON THE SUPERSEDED PAPER CERTIFICATE OF TITLE OR ON THE CURRENT EDITION OF DUPLICATE CERTIFICATE OF TITLE.

Appendix 3
Onslow Townsite Strategy Map

Proposed Development Plan
Lot 381 Second Avenue, Onslow



Produced by Infrastructure Planning & Coordination Branch, Department of Planning.
Base information supplied by: Western Australian Land Information Authority, LI 430-2009-2.
Date: 15/06/2010

Legend

- cadastre
- existing commercial and civic zone
- existing industry/strategic industry zones
- existing residential R12.5 zone
- Onslow coastal hazard area (special control area - local planning scheme)
- proposed site for new shopping centre, primary school, hospital & TAFE facility
- sealed roads
- future main road
- wastewater treatment plant
- wastewater treatment plant buffer
- proposed development investigation area (subject to detailed structure planning)

ONSLOW TOWNSITE STRATEGY

Appendix 4
Foreshore Management Framework

Proposed Development Plan
Lot 381 Second Avenue, Onslow



**Lot 381 Second Avenue, Onslow
Foreshore Management Framework**

For Onslow Developments Pty Ltd

**Damara WA Pty Ltd
April 2013**

Report 187-02-Draft A

Document Control

Index	Author	Date	Review	Date	Comment
Draft A	M.Eliot	05.04.2013			
Draft B					
Draft C					
Rev A					
Rev B					
Rev O					[Final Revision]



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1. Introduction

Onslow Developments are presently considering the development of a hotel and apartment complex at Lot 381 Second Avenue, Onslow (Figure 1). Previous site-specific assessment of coastal hazards for the site identified that in the long-term, adaptive management of erosion hazard may be necessary (Damara WA 2012). This document supplements the previous report, and outlines a framework for management of the foreshore adjacent to Lot 381.



Figure 1: Site Location



A setback assessment for Onslow township and Sunset Beach previously indicated that a significant portion of Lot 381 was potentially seaward of appropriate setback levels (MRA 2011). The coarse nature of that study and the absence of site specific information, particularly the role of rock features, prompted Onslow Developments to commission a site-specific assessment. Damara WA (2012) provided a local assessment of coastal hazards, outlining the role of local coastal geomorphology, with comparison against the township setback assessment and the *schedule one* approach of SPP 2.6 (WAPC 2003a, 2012). This evaluation identified that the simple methodology applied for setback assessment takes no account of the significant role of rock control or the presence of a foredune field.

Lot 381 is located in the high dunes landward of Beadon Point, at the northern end of Onslow townsite (Figure 2). The high dunes are fronted to seaward by a broad area of lower-lying foredunes. These act as a buffer against erosion events and also enable a significant distance of progressive coastal change to occur, such as may result from sea level rise. Effective management of the existing coastal foredunes is considered to provide an important mitigation of erosion hazard for Lot 381 and therefore a recommended approach to dune and beach access management has been outlined in this document.



Figure 2: Morphologic Units seaward of Lot 381



The site-specific assessment identified that there is a minimum of 150m distance from Lot 381 to the vegetation line and a minimum 60m distance to the +5m AHD contour (Figure 3). The primary dune has more than 100m² cross-sectional area above this contour, which suggests that it has sufficient capacity to resist an extreme erosion event. Significantly, the presence of the foredune field and the role of the intertidal rock platform to hold material on Sunset Beach indicate that response to sea level rise is likely to involve trapping of an increased quantity of littoral transport rather than profile shift. This means that change is expected to be mostly confined to the foredune area, with change to the primary dune only occurring during severe storm events.

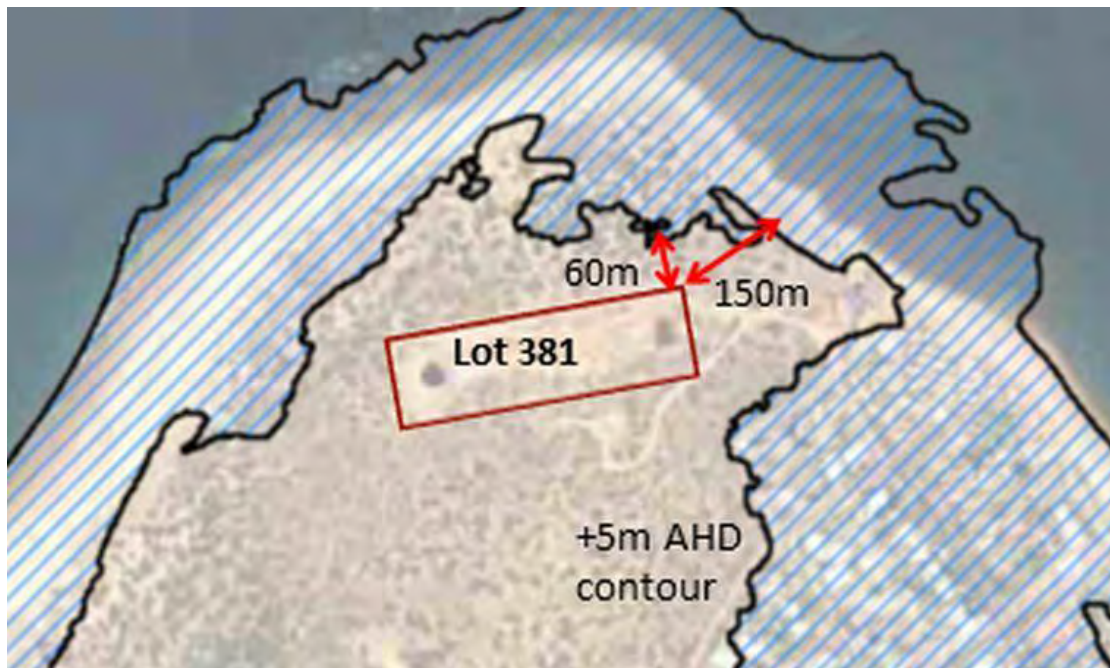


Figure 3: Existing Minimum Erosion Buffers

It is anticipated that the existing setback will give sufficient protection to Lot 381 over the next 100 years. However, it is necessary to consider uncertainties regarding coastal evolution or possible more extreme scenarios that may be experienced. To this end, an adaptive management framework has been described, that outlines a simple monitoring program and suitable triggers for assessment of potential coastal management actions under severe erosion, including retreat, retrofitting of infrastructure or installation of coastal protection structures.

The approach of using an adaptive management framework is acknowledged by the revised State Coastal Planning Policy SPP 2.6 (WAPC 2012). This policy recognises that the uncertainty associated with potential response to sea level rise provides constraints to existing sites. The preferred hierarchy of adaptation options is Avoid-Retreat-Accommodate-Protect. For this framework, the general approach to Avoid erosion hazard through setback buffers has also included mitigation through dune accretion and recovery.



2. Dune and Beach Access Management

Existing dune fields are present seaward of Lot 381, flanked to seaward by a narrow beach perched on a wide rocky platform that defines Beadon Point (Figure 2). The dunes have been artificially modified (prior to the 1960s) on the eastern side of Beadon Point, with earthworks associated with Beadon Jetty approach, and previous coastal protection works intended to secure a coastal roadway.

Historically, the lower foredunes have been subject to erosion-recovery cycles, providing a broad buffer to natural coastal dynamics. Severe erosion occurred to the west of Beadon Point during TC Bobby in 1989, including formation of a scarp. The subsequent pattern of recovery was initially rapid due to shelter provided by the rock platform. However, it was low relief, due to limited wave heights after the storm. Accretion along the coastal fringe occurred, forming a low foredune with a swale behind. The foredune has progressively risen vertically, assisted by vegetation growth, with occasional erosion evidenced by scarping along the front after storm events.

The relatively gradual vertical growth of the foredune and the possibility of severe deflation of low-lying dunes if they are overtopped by extreme flooding provides potential for loss of foredune buffer width, particularly if there is a sequence of extreme storm events with insufficient foredune recovery in between severe storms. This hazard is exacerbated under potential sea level rise scenarios, due to potential for higher inundation, and the likely retreat of the shoreline in response to changed water levels. The hazard is reduced if dune growth is encouraged and the rate of recovery after erosion events is enhanced. Therefore the recommended strategy to minimise erosion hazard is for dune management to encourage *dune growth* and *recovery*. Under conditions where there is an adequate erosion buffer, there is minimal need for management (mainly monitoring), with increasing activity required if the dune field is eroded.

Beach access management is also integral to effective dune management, as pedestrian and vehicle tracks may actively disturb vegetation, or creates furrows that enhance the risk of dune deflation. Actions outlined for beach access management are also intended to encourage dune growth and recovery.



2.1. DUNE MONITORING

A programmed inspection should occur following cyclone season, when there is greatest potential for an extreme erosion event. The inspection should identify any works to be programmed. Features that may trigger a beach management action include foredune scarping, dune deflation due to wave overtopping, formation of a dune blowout, loss of vegetation across an area greater than 25m² (approximately), or formation of a defined track along a dune crest.

The intensity and type of monitoring should be commensurate with the desired accuracy and required speed of response. It is recommended that different levels of monitoring be conducted according to the state of the foredune field to meet this requirement (Table 1).

Incidental or ad hoc monitoring may provide an effective means of capturing and responding to problems before they have advanced significantly. However, it should be supported with a more formal (i.e. recorded) monitoring program, to ensure continuity and enable cross-checking over time. Whilst there is a broad buffer (>70m dune width), monitoring can be by non-technical personnel, although to ensure value it should be conducted in accordance with the Department of Transport brochure for photographic monitoring (Transport 2012). Information should be supplied to the Shire of Ashburton, to ensure safe storage and accessibility.

Table 1: Levels of Dune Monitoring

Monitoring Level	Dune Condition	Monitoring Framework
Level 1 (informal)	>70m width	Annual inspection (April-May) Evaluation of dune width using GPS or aerial imagery (± 15 m) every 2-5 years or after major storm Photo monitoring of dune condition
Level 2 (formal)	35-70m	Twice annual inspection (April-May & August-September) Survey of vegetation / scarp line to define dune width (± 5 m) Every 1-3 years or after major storm Photo monitoring of dune condition with GPS
Level 3 (active)	<35m	Post-storm inspection (typically ~6 times per year) Annual survey of dune profiles with lines along the dune crests to show continuity (± 2 m) Photo monitoring of dune condition with GPS

If significant erosion of the foredune occurs, such that there is potential threat to the primary dune (<70m dune width), then it is recommended that dune monitoring be conducted by technical personnel. This is intended to enable more accurate assessment of hazard and identification of appropriate response.



2.2. DUNE MANAGEMENT

Chapter 7 of the *Coastal Planning and Management Manual* (WAPC 2003b) provides valuable information for the stabilisation and rehabilitation of coastal dunes. This chapter and the *Coastal Rehabilitation Manual* (Oma et al. 1990) have been used to provide a preliminary guide to dune management for the foreshore adjacent to Lot 381. As identified in these documents, coastal issues rarely remain static, and require ongoing review and assessment. In this instance, guidance is necessarily simple, as it provides only an indication of possible future management for the proposed facility. The rock control at Beadon Point and supply of sediment from Ashburton River suggest that response to sea level rise is likely to be highly mitigated, constraining the majority of change within the existing foredune area. This implies a limited need for active management.

Conditions that trigger a management action or further monitoring have been identified, with an indicative decision-making sequence for each listed below (Table 2). Important considerations are the relatively wide nature of the existing foreshore reserve and the desire to encourage landward transport of sediment to build the foredunes within this reserve. Consequently, blowouts and dune deflation may actually be beneficial whilst a broad foredune area remains. This differs from conventional advice for dune management, but may be effective where sand drift does not adversely impact adjacent land-use.

Table 2: Dune Management Actions
Management Actions (1) through (5) described following

	Dune >70m width (Foredunes Active)	Dune 35-70m width (Primary Dune Active)	Dune <35m width (Primary Dune Depleted)
Foredune Scarping	Assess recovery rate. Consider fencing (1)	Beach fence to assist recovery (1)	Provide brushing (2) & assess nourishment (3)
Dune Deflation	Allowable. Monitor only	Fence and vegetate (4) to raise dune crest	Renourish to raise dune, fence & revegetate
Formation of Dune Blowout	Allowable. Monitor only	Use sand fencing to help build dunes	Close blowout & revegetate
Loss of >25m² Vegetation	Plant seedlings	Brush or mulch & revegetate	Brush or mulch & revegetate
Track on Dune Crest	Install signage	Revegetate. Sign alternate paths	Pedestrian barriers. Consider walkway (5)

Possible dune management actions are briefly described below. More detail on potential management actions is available from the *Coastal Planning and Management Manual* (WAPC 2003b).



(1) Fencing

The use of fencing is generally an inexpensive and effective means of encouraging dune growth and development, by directing aeolian sand transport towards preferred areas of accumulation. Fencing may be used along the beach, where sand availability is high, or in the dunes to encourage build-up in depressions or on top of ridges. Schematic examples of fencing installation are provided by Figure 4, showing placement along a scarped dune to encourage recovery; direction of sand towards focal points; sequential placement to encourage increased dune width; and sequential placement to grow height. Fencing should be accompanied by brushing and revegetation to most effectively increase height.

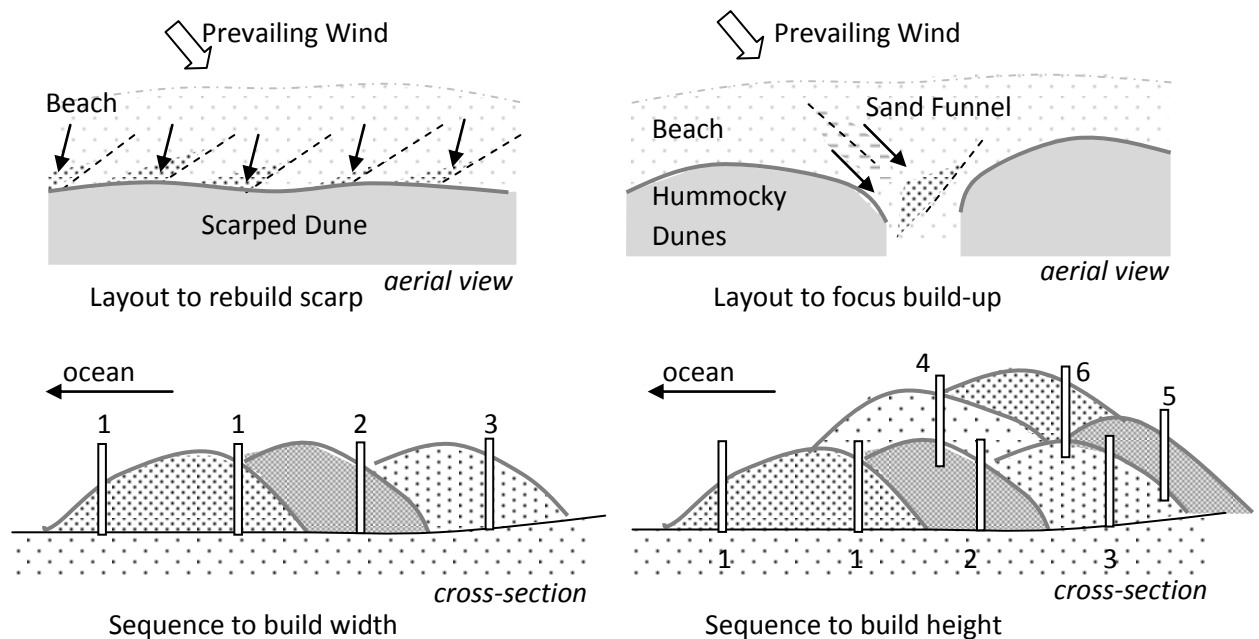


Figure 4: Schematic Use of Sand Fencing to Direct Accumulation

(2) Brushing

Brushing involves placement of tree-branch off-cuts or bundles of brush on to an eroded surface to provide increased stabilisation. Ideally the brush should also encourage subsequent deposition and vegetation growth, although these may require additional techniques (fencing and planting) to occur effectively. Suitable material for brushing is often difficult to obtain in the Pilbara. Other surface stabilising techniques such as mulch-spray or jute matting have a generally poor record of effectiveness in the Pilbara due to the extreme climate conditions.

(3) Nourishment

Nourishment involves placement of additional sand material into the dune, which may be infilling of depressions or raising the whole dune profile. For most effective results, nourishment is usually undertaken with a combination of fencing and brushing. Typically nourishment sand is sourced from any nearby zone of accumulation (e.g. adjacent to Beadon Creek or along the lower part of the beach), although care must be taken to ensure that any excavation does not cause destabilisation elsewhere.



(4) Revegetate

Encouraging foredune vegetation is one of the most effective means of facilitating dune growth. Chapter 9 of the *Coastal Planning and Management Manual* (WAPC 2003) provides detail regarding revegetation approaches and appropriate species. Watering of foredune plants may be beneficial during initial establishment of the vegetation, but is not generally a practical solution in the Pilbara. Wastewater use is generally impractical, as health regulations require treatment to a potable standard.

(5) Walkways

Provision of raised platforms to provide pedestrian access is a means of reducing the potential for vegetation loss. When applied to protect an extended length, such as a pathway, they are relatively expensive and most suited to areas with high pedestrian use. However, they may be used effectively to resist vegetation loss at particularly erosion-prone locations. These may include using stairs down a relatively steep grade, or provision of a stile (up and down stairs) over a foredune ridge.



3. Management through Coastal Adaptation

3.1. BASIS FOR ADAPTATION SEQUENCE

The higher primary dunes immediately seaward of Lot 381 provide protection against extreme wave and storm surge conditions. Therefore a key measure of hazard is determined by the primary dune width, with more than 35m required to resist an acute erosion sequence.

In this situation, the foredune field in front of the primary dunes may potentially insulate the primary dune against more gradual erosive processes, including response to sea level rise. Erosion and recovery cycles may occur without affecting the primary dune, which effectively means that the degree of hazard remains almost constant. However, if the foredune field is eroded sufficiently that the erosion-recovery cycles affect the primary dunes, then there is potential for progressively increasing hazard, as recovery of high primary dunes is much slower than foredunes.

Whilst it is considered likely that the presence of a broad rock platform around Beadon Point will moderate the distance of erosion, it is recognised that significant foredune loss is still a possibility due to either storm erosion or response to sea level rise. Consequently, the proposed development may not be able to rely upon the existing primary dune width for protection. Instead, it is recommended that the relative hazard to Lot 381 be monitored and evaluated, with active foreshore management that is adapted as conditions change to provide appropriate hazard mitigation.

The width of the foredune field compared to total setback and width of the primary dunes compared to potential acute erosion are considered to be suitable measures of hazard with which to assess the need for foreshore adaptation. To place the adaptation in a practical time frame, it is recommended that a 30 year forecast be considered. Figure 2 suggests the general sequence for changing foreshore management, related to the setback widths.

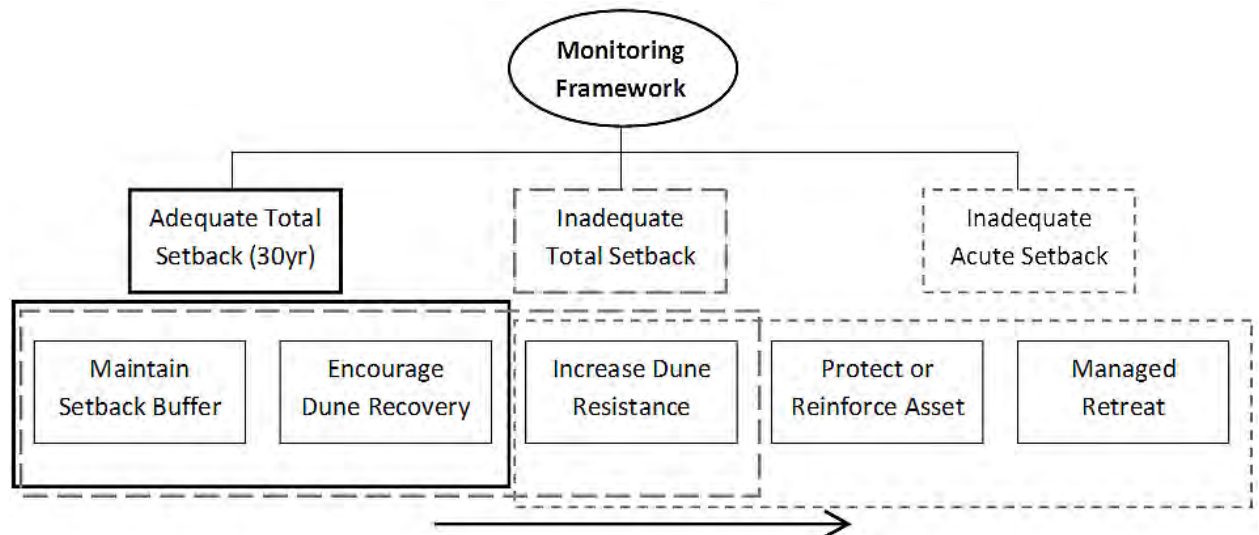


Figure 5: Active Foreshore Management Sequence
 Explanation of the management actions is included in Section 3.2.



For a minimum width of the dune field of greater than 70m, no direct adaptation is considered necessary. The setback buffer should continue to be maintained (i.e. no development seaward) and general management works to encourage dune recovery should be evaluated, as discussed above. Dune monitoring should be largely informal, with annual inspection (Level 1 monitoring, as outlined in Table 1).

For dune field width of 35-70m, maintenance of the setback buffer and encouraging dune recovery should continue, with consideration of whether to apply techniques to provide increased erosion resistance for the primary dune. Dune monitoring should be formal, with inspection twice per year (Level 2 monitoring, as outlined in Table 1).

The average rate of dune erosion should be evaluated and projected forward 30 years, to identify a potential erosion distance. If a dune field of less than 35m is estimated, then a future options plan should be developed. This should include an assessment of managed retreat (removal of potentially affected property) and establish funding to support mitigation works. Possible works should include reinforcing the primary dune, provision of coastal defences, reinforcing buildings or managed retreat. The nature of the erosion that has been experienced by this stage is important: if storm erosion is the main cause, then recovery is possible, and structural solutions may be effective; if progressive erosion has occurred, then stress will continue to increase on any structural solution, and it will likely be effective for a limited duration.

If the dune field is less than 35m width, then Lot 381 is prone to 'unacceptable' acute erosion hazard. Any subsequent erosion will require mitigation (of some form) to achieve an appropriate level of risk. In the event that available management options are not economic or effective, then managed retreat should be planned. Works identified in the future options plan should be assessed to ensure they are still meaningful and subsequently implemented. Dune monitoring should be formal, occurring after every storm event (Level 3 monitoring, as outlined in Table 1).



3.2. DESCRIPTION OF MANAGEMENT ACTIONS

The suggested management actions associated with the adaptation sequence (Figure 5) are described briefly below:

Maintain Setback Buffer

Basic management is provided by a setback buffer, which is acknowledged as one of the most effective means of tolerating storm erosion, provided recovery occurs between events (Komar 1976; Healy & Dean 2000; WAPC 2003). The present-day primary dunes provide sufficient buffer to resist the estimated 35m erosion from an extreme storm sequence, with the wider foredune field capable of withstanding more moderate erosion-recovery cycles, and potentially encompassing the coastal response to sea level rise over 100 years. Limited management is considered necessary whilst a minimum buffer of 70m buffer is maintained. This allows for two consecutive extreme storm sequences under present day conditions, or enables progressive erosion to be quantified and a management plan developed.

Encourage Erosion Recovery

The foredunes and high primary dunes provide an essential buffer to erosion, which further allows monitoring and any consequent management responses to occur. It is strongly recommended that dune stability and the ability to capture additional sand be encouraged. This requires:

- Avoiding construction of walling or other hard infrastructure;
- Encouraging vegetation growth, potentially requiring short-term surface stabilisation such as jute matting;
- Limiting and managing access across the dune system.

Possible physical management actions to encourage erosion recovery include:

- Installation of sand fencing on the beach berm after storm events, to direct and encourage dune growth. This requires a trial to determine effectiveness;
- Use of pattern stabilisation (vegetation, fencing or brushing) to encourage localised landward sand drift and vertical foredune growth;
- Identify additional sources of material to supplement the beach following storm erosion.

Typical costs of management to encourage erosion recovery are in the order of \$10-\$100 per metre of beach, plus external sand costs, according to the availability of materials and labour, which is typically opportunistic. These costs are low provided that works are not required frequently. Given the existing width of the foredune field, this requirement is estimated to be every 5-10 years based upon historic occurrence of erosion due to cyclones. The requirement for dune management is estimated to increase if the foredune field erodes, and would be every 2-3 years for a dune width of 70m.

Encouraging erosion recovery is considered to be an effective primary management tool whilst there is at least 35m of dune width present.



Increase Dune Resistance

If erosion occurs, reinforcing the primary dune may be used to help offset the loss of buffer width. As it is generally preferred not to disturb the natural dune system (especially the dynamic foredunes), this typically involves provision of reinforcement on the front side of the primary dune. Possible approaches, with increasingly 'hard' and expensive treatment include:

- Encourage growth of vegetation through planting or watering, whilst controlling pedestrian access;
- Provision of primary dune face stabilisation, such as brushing, geoweb or other cellular systems (e.g. tensar grid);
- Installation of 'ballasted' dune stabilisation, including using sand-filled and pinned geoweb or tensar-wrapped rock rubble.

For a severe erosion situation, consideration may be given towards placement of toe protection along the base of the primary dune as a temporary measure only. Whilst this allows for increased resistance to wave action, scour developed by the protection typically may cause undercutting or gradual settling of the protection. Increased longevity of laterally placed protection can be obtained through placement of a sublayer that acts as a filter. This could be small sized rock, or a tensar geogrid overlying filter cloth.

The effectiveness of dune reinforcement techniques to reduce the buffer requirements varies with the strength of the reinforcement. Vegetation typically provides only minor reduction (~3-5m); dune face stabilisation can provide moderate reduction (~5-10m); with ballasted stabilisation allowing good buffer reduction (~10-15m). Corresponding material costs also increase, approximately \$75-\$300; \$150-\$750; and \$600-\$1500 per metre respectively, although the recurrent need for works is likely to decrease.

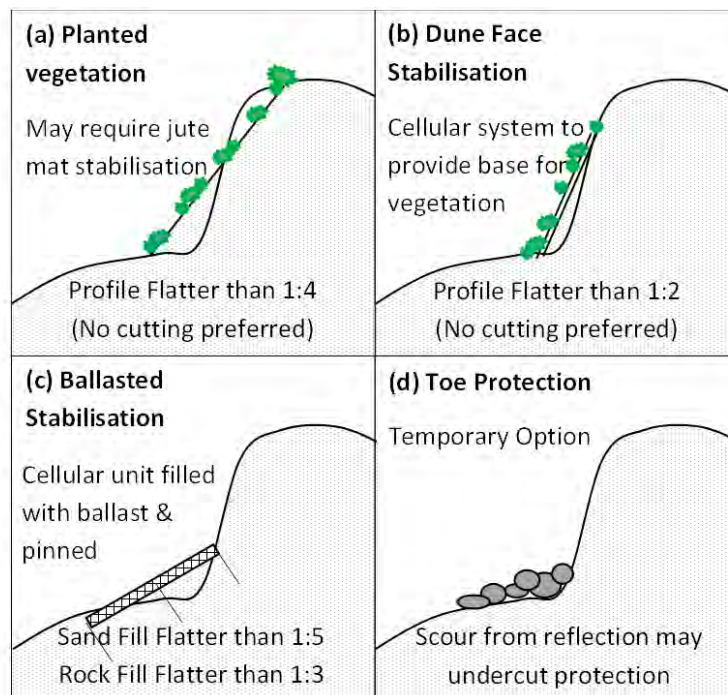


Figure 6: Dune Reinforcement Options



Dune reinforcement does not provide stabilisation of the dune, and is likely to be damaged or even overwhelmed during extreme events. This may involve post-event maintenance or reinstatement, typically in the order of every 5-10 years. Lack of maintenance may lose the benefit (the effective narrower buffer) provided by the works.

Directly Protect Assets

Conventional shore-based erosion protection systems are not compatible with encouraging foreshore dune growth. However, they may provide a practical solution for erosion hazard mitigation in the event that the existing dune buffer is lost dramatically, say through impact of a severe tropical cyclone.

If an erosion protection system is deemed to be warranted, then characteristics to be considered include:

- Heightened wave runup and bed scour on structures (USACE 2006) should be considered carefully. Any exposure of a revetment may significantly enhance any erosive trend;
- Installation of 'backshore' defences behind the foredune, such as tensar grid systems to help stabilise vegetation & encourage further dune growth;
- Construction of hybrid protection systems that focuses robust defence on areas of direct wave action, using lighter defence for areas affected by runup.

The selection of protective system should consider the distance of buffer available at the time of installation, the relative ease of works and the identified cause of erosion. For situations where erosion has been gradual and progressive, such as due to sea level rise causing a net sediment deficit, a deeper foundation is required for the protective system (Figure 7). For 'shallow' erosion, a small embedment may be tolerated if foredune recovery is strongly encouraged. Foundations immersed during installation are difficult to construct, requiring specialised and therefore increasingly expensive plant.

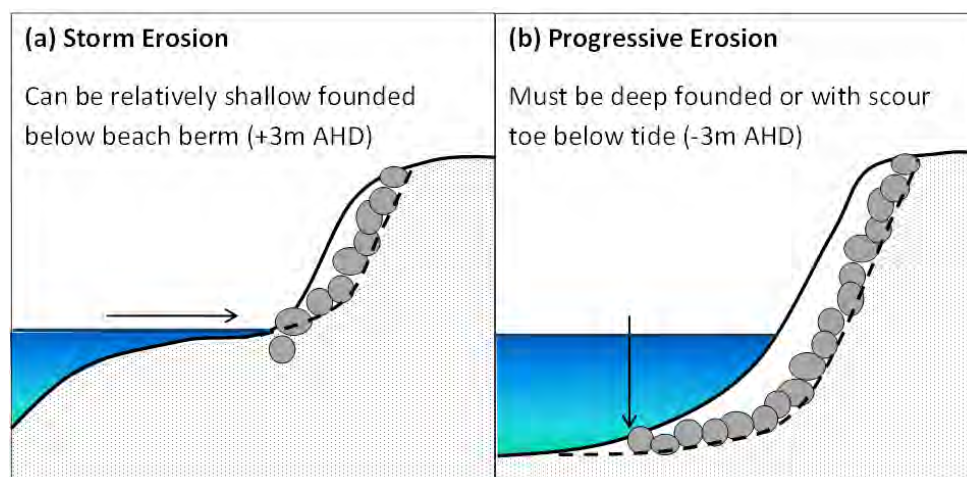


Figure 7: Influence of Erosion Type on Protection Requirements

Alternatives for protection, with progressively increased capacity for height include:

- Installation of a mattress system (concrete mattress or non-metallic gabion system, such as tensar wrapped rock), typically buried near the development boundary, which is suitable only for shallow (~3m) protection;



- Construction of a buried rock revetment, which is likely to be cost-effective up to ~5m height;
- For deeper embedment depths, geotechnical assessment is required to identify an appropriate structure (piled, walled, revetment).

Each of these systems requires consideration of potential for wave runup, which affects the effective width occupied by the protective system. Revetment systems generally require a wide buffer behind the crest, and their sloped face requires considerable dune disturbance (10+m width) to install.

Approximate costs for installation vary, but material costs are typically \$250-\$500 per linear metre for a mattress system (2-3m height), or \$1,000 -\$2,500 for a rock revetment (3-5m height).

Reinforce Assets

Hazard mitigation may be provided for structures through the strengthening of the individual assets, particularly buildings. Commonly used techniques include provision of over-sized superstructure, piled foundations or flood walling. Alternative systems that reduce the damage associated with an extreme event include blow-out walls and raised floor levels. Detailed guidance for appropriate hazard mitigation techniques are available from the US guidelines for floodproofing (FEMA 2005, 2011).

Managed Retreat

Managed retreat involves the gradual removal or relocation of facilities to landward, so as to continue to maintain an acceptable setback buffer. Opportunities to use managed retreat on private landholding is usually limited by the lot boundaries. However, the possible need to ultimately retreat from the hazard should always be considered. Financial feasibility of managed retreat should be considered relative to the life-cycle costs of other management options.



4. Adaptation Framework Summary

Lot 381 Second Avenue Onslow is located in the high dunes landward of Beadon Point, at the northern end of Onslow townsite. The site has a 150m wide erosion buffer, which includes primary dunes with sufficient width and height to resist erosion from an extreme storm sequence. It is considered that this buffer is adequate for the protection of the site against coastal change for the next 100 years if consideration is given to the stabilising influence of the intertidal rock platform and ongoing sand supply from the Ashburton River. However, due to the uncertainty associated with projecting coastal change, particularly at a site which may be affected by tropical cyclones, it is appropriate the erosion hazard to Lot 381 to be managed through an adaptive framework.

The recommended approach for management is a focus upon dune resilience through growth and post-event recovery, as the foredune field and primary dunes provide an effective dynamic buffer against storm events. Triggers for active management are broadly based upon monitoring of the coastal dune width relative to the Lot 381 boundary:

- For a dune width of >70m, no direct adaptation is considered necessary. The setback buffer should continue to be maintained (i.e. no development seaward) and general management works to encourage dune recovery should be considered following informal (non-technical) monitoring on an annual basis;
- For dune field width of 35-70m, increased attention should be given to maintenance of the setback buffer and encouraging dune resilience. Dune monitoring should be formal (surveyed), with inspection twice per year. The potential for significant management actions should be assessed in more detail if the dune field is <70m width;
- For a dune width of <35m, direct action to mitigate the risk associated with erosion hazard is recommended. Detailed evaluation and implementation of management options should be undertaken. In the event that available management options are not economic or effective, then managed retreat should be planned. Dune monitoring should be formal (surveyed and interpreted by a coastal engineer), occurring after every storm event

It is re-iterated that the existing buffer is considered likely to be adequate for the next 100 years, with the majority of management being limited to assessment (monitoring) rather than on-ground actions. However, the adaptive management framework provides a basis with which to securely manage the erosion hazard to Lot 381.



5. References

Damara WA Pty Ltd. (2012) *Coastal Setback Assessment – Lot 381 Second Avenue, Onslow*. Report 187-01-Draft A.

Department of Transport. (2012) *How to photo monitor beaches*. Department of Transport, Coastal Infrastructure.

MP Rogers and Associates (2011) *Onslow Townsite Planning – Coastal Setbacks and Development Levels*. Report R299 Rev 0.

Oma VPM, Vlayton DM, Broun JB & Keating CDM. (1990) *Coastal Rehabilitation Manual*. Division of Resource management, Department of Agriculture.

Western Australian Planning Commission: WAPC. (2003a) *Statement of Planning Policy No. 2.6: State Coastal Planning Policy*. Government of Western Australia, Perth.

Western Australian Planning Commission: WAPC. (2003b) *Coastal Planning and Management Manual*. Government of Western Australia, Perth

Western Australian Planning Commission: WAPC. (2012) *Draft State Planning Policy 2.6: State Coastal Planning Policy*. Prepared under Part Three of the State Planning and Development Act 2005, Perth.

Appendix 5
DEC Correspondence

Proposed Development Plan
Lot 381 Second Avenue, Onslow



Lennard David Butler and
Mattie Jean Butler
PO Box 6
Onslow WA 6710

Dear Sir/Madam

**CORRECTION TO NOTICE OF A CLASSIFICATION OF A KNOWN OR SUSPECTED
CONTAMINATED SITE GIVEN UNDER SECTION 15 OF THE *CONTAMINATED SITES ACT*
2003**

On 31 March 2011, the Department of Environment and Conservation (DEC) wrote to you regarding the following Sites:

- LOT 381 ON PLAN 205462 as shown on certificate of title 1558/483 known as 381 Third St, Onslow WA 6710

It has come to DEC's attention that the Notice of a Classification letter did not contain the following information relating to the removal of the memorial from the site.

Memorials

In accordance with sections 58 (1) and (3) of the *Contaminated Sites Act 2003*, DEC will give notice to Landgate to withdraw any current memorial(s) lodged against Certificate(s) of Title relating to the site's classification.

DEC apologises for any inconvenience caused and requests that your records are amended accordingly. If you require further information, please do not hesitate to contact the Registrar on 1300 762 982.

Yours sincerely

Andrew Miller
SECTION MANAGER
CONTAMINATED SITES BRANCH
Delegated Officer under section 91
of the *Contaminated Sites Act 2003*

11/04/2011

DIRECTOR GENERAL AND ENVIRONMENTAL SERVICES DIVISIONS: The Atrium, 168 St Georges Terrace, Perth, Western Australia 6000

Phone: (08) 6467 5000 Fax: (08) 6467 5562

PARKS AND CONSERVATION SERVICES DIVISIONS: Executive: Corner of Australia II Drive and Hackett Drive, Crawley, Western Australia 6009

Phone: (08) 9442 0300 Fax: (08) 9386 1578 Operations: 17 Dick Perry Avenue, Technology Park, Kensington, Western Australia 6151

Phone: (08) 9219 8000 Fax: (08) 9334 0498

POSTAL ADDRESS FOR ALL DIVISIONS: Locked Bag 104, Bentley Delivery Centre, Western Australia 6983

www.dec.wa.gov.au

wa.gov.au

Appendix 6
Conceptual Sewer Plan (Water Corp)

Proposed Development Plan
Lot 381 Second Avenue, Onslow

DECLARED SEWERAGE AREA (2000m)

ONSLOW P. S. C
PUMP STN. 'C' - 181'
REDUCTION '0088' - 181'
SEWER DESIGN FLOW - 1.9 L/s
LONG TERM PUMP RATE - 6.0 L/s

ONSLOW P. S. No.1 - MCGRATH AVE
PUMP STN. '1' - 181'
REDUCTION 'ROOT' - 181'
SEWER DESIGN FLOW - 33.1 L/s
EXISTING PUMP RATE - 10.2 L/s
LONG TERM PUMP RATE - 56.3 L/s

ONSLOW P. S. G
PUMP STN. 'G' - 181'
REDUCTION '0029' - 181'
SEWER DESIGN FLOW - 7.9 L/s
LONG TERM PUMP RATE - 10.6 L/s

ONSLOW P. S. B
PUMP STN. 'B' - 181'
REDUCTION '001' - 181'
SEWER DESIGN FLOW - 5.9 L/s
LONG TERM PUMP RATE - 7.9 L/s

ONSLOW P. S. A
PUMP STN. 'A' - 181'
REDUCTION '001' - 181'
SEWER DESIGN FLOW - 6.3 L/s
LONG TERM PUMP RATE - 28.4 L/s

ONSLOW P. S. F
PUMP STN. 'F' - 181'
REDUCTION '001' - 181'
SEWER DESIGN FLOW - 3.8 L/s
LONG TERM PUMP RATE - 6.0 L/s

ONSLOW
WWTP

ONSLOW P. S. D
PUMP STN. 'D' - 181'
REDUCTION '201' - 181'
SEWER DESIGN FLOW - 6.0 L/s
LONG TERM PUMP RATE - 8.1 L/s




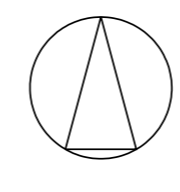
TREATMENT PLANT BUFFER ZONE

ONSLOW OPERATING AREA

© THIS PLAN IS THE PROPERTY OF THE WATER CORPORATION AND NO PART SHALL BE COPIED WITHOUT PERMISSION.

PCID: DESIGN FILE:

THE INFORMATION ON THIS PLAN IS BASED ON THE BEST DATA AVAILABLE AT DATE OF PRINTING AND IS SUBJECT TO ONGOING REVIEW AND AMENDMENT. NO RESPONSIBILITY IS ACCEPTED BY THE WATER CORPORATION FOR ACCURACY OF DATA SUPPLIED BY EXTERNAL AGENCIES.

LEGEND		NOTATION	SHEET INDEX	 <p>ISSUED WITH THE AUTHORITY OF THE MANAGER INFRASTRUCTURE PLANNING BRANCH 609 NEWCASTLE STREET, LEDBERVILLE 6007 WESTERN AUSTRALIA. TELEPHONE (08) 9420 2420, FAX (08) 9420 3179</p>	WASTEWATER SCHEME PLANNING SERIES		
●	EXISTING PUMPING STATION	 CATCHMENT NODE  SEWER DISTRICT NUMBER SDF = 1.5 x AVERAGE DAILY FLOW RATE			<p style="text-align: center;">ONSLOW - SD181 CONCEPTUAL PLANNING LONG TERM SCHEME</p>		
—	EXISTING PRESSURE MAIN			PLANNING BY R. APOLLONI	COMPILED BY R. APOLLONI	ACCEPTED BY T. ZHENG	
—	EXISTING GRAVITY SEWER			SCALE 1:7500	VERSION NOVEMBER 2010	FILE NO. JT1 2009 11225 V01	
○	PROPOSED PUMPING STATION			A1			
---	PROPOSED PRESSURE MAIN						
---	PROPOSED GRAVITY SEWER						
■	PARKS AND PUBLIC OPEN SPACE						
■	EXISTING SEWERED AREAS						
■	SEWERED BY PRIVATE PS						
■	NODE CATCHMENT						
■	PS AND SEWER CATCHMENTS						
■	SEWER DISTRICT CATCHMENT						
■	WWTP CATCHMENT						

SUMMARY OF SUBMISSIONS

No.	Submission From	Summary of Submissions	Comment	Recommendation
1	Senior Development Planner Development Services Planning & Capability Water Corporation PO Box 100 Leederville 6902 Perth Western Australia	<p>The ability to service the Lot to the Corporation's Operating Licence conditions is currently extremely limited. Adequate water pressure may only be possible to a small part of the Lot based on existing available contour information, and the height of the service tank. Refer to attached plans.</p> <p>Therefore a service may only be able to be provided for a single residence on a suitable part of the Lot. Furthermore, the ability to service from a capacity view currently is limited. Water supply is being upgraded for Onslow progressively however in the short to medium term, connection to developments need to be managed within supply limits.</p> <p>The additional supply from the Cane River will be available towards the end of 2013, and town system upgrades of tanks and temporary booster pump station will be completed in 2014. It is estimated the short to medium term available town spare capacity to be in the order of 200 single residential lot equivalents, which is available to any development in town on a first come first serve basis.</p>	<p>Noted. It is clear that servicing is a matter that will require direct negotiations with Water Corp before development can occur. Ultimately, the ability to provide the service and the associated cost will be determined with Water Corporation and the landowner.</p> <p>However, it is appropriate to include the correspondence from Water Corporation with the Local Planning Policy (should it be adopted for final approval).</p>	<ol style="list-style-type: none"> 1. That the Submission from Water Corporation be noted. 2. That as a result of the Submission, the adopted 'Local Planning Policy - Lot 381 Second Avenue/Third Avenue Onslow' (LPP) be modified as follows: <ol style="list-style-type: none"> i. Correspondence from Water Corporation is included as an attachment to the LPP. ii. The conditions of the Development Plan associated with the LPP be modified to include the following: <p style="margin-left: 20px;"><i>"Prior to the commencement of any development, arrangements shall be being made with the Water Corporation so that provision of a suitable water supply and sewerage service will be available to the land."</i></p>

		<p>The Onslow Town Water Scheme Plan (2011) outlines an interim servicing approach consisting of the above upgrades, and also shows the re-organisation of service tanks in the future.</p> <p>Ultimately all service tanks are planned to be located to the south of Onslow. A high level tank is planned for the long term future (currently not scheduled) that would boost pressure in the vicinity of Lot 381 and may increase the potential development of the site.</p> <p>The wastewater conveyance system also needs upgrading, and works have been scheduled commencing in 2016. Technically it appears it would be possible to service the Lot by extension from the existing system. In conclusion, water supply currently may only be possible to a single residence on a part of the Lot however this needs to be further evaluated by the developer's consultants.</p> <p>The construction of a high level tank in the long term future may increase the development potential of Lot 381.</p>		
2	<p>Planning Officer State Heritage Office PO Box 7479 CLOISTERS SQUARE WA 6850</p>	<p>We wish to advise that we have no comment in relation to the proposed Development Plan as it does not impact upon any places of State cultural heritage significance.</p>	<p>Noted.</p>	<p>That the Submission from the State Heritage Office be noted without modification to <i>'Local Planning Policy - Lot 381 Second Avenue/Third Avenue Onslow'</i>.</p>

3	<p>Director Northern Regions Department of Planning Locked Bag 2506 Perth WA 6001</p>	<p>The Department of Planning (DOP) provides the following preliminary comment on the Coastal Setback Assessment regarding Lot 381 Second Avenue prepared by Damara WA Pty Ltd.</p> <p>The DOP comments are based on the policy requirements of State Planning Policy 2.6 State Coastal Planning Policy (SPP 2.6).</p> <p>These comments are provided at officer level and do not represent formal assessment.</p> <p>There may be justification for development of the subject land taking into account the development constraints and pressures; availability of a coastal foreshore reserve (if the primary dune and foredune are appropriately managed); and the likely timeframe before the subject locality is subject to adverse impacts of coastal hazards (as identified in the Damara report).</p> <p>The use of natural protection (dunes) as identified in the Damara report is likely to be supported in conjunction with appropriate coastal hazard risk management and adaptation planning (CHRMAP) being undertaken and funding arrangements for the ongoing care, control and maintenance being in place.</p>	<p>Noted. The technical matters of the DoP's submission concerning the Damara report was referred to the proponent where the following response was provided:</p> <p><i>"Damara has advised the Department's expectation of a 90m minimum buffer would be a matter to be negotiated as part of preparing a CHRMAP. Damara is continuing to liaise with the Department of Planning in relation to the matters raised in this submission. In particular, Damara is seeking to confirm the specific requirements to be addressed in a CHRMAP. It is noted the Shire considers any funding mechanisms required by the Department of Planning should be negotiated with the DoP. In order for the above matters to be resolved, it is proposed a condition be included on the Development Plan to the effect that:</i></p> <p><i>"A Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) including any associated funding mechanisms shall be prepared and implemented to the satisfaction of the Department of Planning as a condition of subdivision approval".</i></p> <p>The proponent's response is correct in that further discussion over time with the DoP as to the minimum buffer will need to continue and essentially be resolved prior to any planning approval and subdivision.</p>	<ol style="list-style-type: none"> 1. That the Submission from the Department of Planning be noted. 2. That as a result of the Submission, the adopted 'Local Planning Policy - Lot 381 Second Avenue/Third Avenue Onslow' (LPP) be modified as follows: <ol style="list-style-type: none"> i. Correspondence from Department of Planning be included as an attachment to the LPP. ii. The Damara Report modified to address the DoP's comments. iii. The conditions of the Development Plan associated with the LPP be modified to include the following: <p><i>"A Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) including any associated funding mechanisms shall be prepared and implemented to the satisfaction of the Department of Planning as a condition of development or subdivision approval".</i></p>
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		<p>For a coast identified as a 'mixed sandy and rocky coast' with 'rocky platforms', Schedule One section 4.6.2 Allowance for erosion on rock platforms states that the allowance for erosion is to be determined on a case-by-case basis.</p> <p>Damara has identified that Beadon Point is influenced by an intertidal rock platform and is characterised by a small foredune and relatively high primary dune, but the locality is subject to erosion primarily linked to extreme water level events.</p> <p>The rock platform provides limited protection against coastal processes to the foredune, and under storm conditions the foredune is not likely to withstand the impacts of erosion.</p> <p>The long term trend is that in conjunction with sea level rise, coastal processes will cause erosion of the primary dune to levels that will have significant impacts on the subject site.</p> <p>Given the report identifies the rocky platform as having limited protection against erosion; acknowledgement of the uncertainty associated with the identified erosion allowance; and the subject site being impacted by erosion within the planning timeframe the sea level rise allowance for over the 100 year timeframe should be 90 metres.</p>	<p>The suggested condition is acceptable however it would need to refer to development as well as subdivision.</p>	
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		<p>However, Damara's 70 metres estimate is not consistent with SPP 2.6 requirements and, therefore, is not supported. This will be of particular importance for the planning scenarios utilised in CHRMAP that will be required (see below).</p> <p>CHRMAP should be undertaken where proposed development is in an area at risk of being affected by coastal hazards over the planning timeframe (SPP 2.6, section 5.5). In the Damara report (section 7) adaptation pathways are identified.</p> <p>The report advises that avoidance and accommodation are not practical and that coastal protection works may not be a long-term practical solution if erosion is greater than projected. Such statements highlight that CHRMAP will be significant in ensuring the long term sustainability of the proposed development. Therefore, CHRMAP should be undertaken as a minimum in accordance with the requirements of SPP 2.6, section 5.5.</p>		
4	West Pilbara Asset Manager Horizon Power, Stovehill Road, KARRATHA WA 6714,	In relation to the above submission's Horizon Power has no objection with the proposed location's or proposals. Horizon Power will complete a System Study upon receipt of an application from the Developer which will form the basis of any cost assumptions associated with this proposal.	Noted.	That the Submission from Horizon Power be noted without modification to ' <i>Local Planning Policy - Lot 381 Second Avenue/Third Avenue Onslow</i> '.

5	Administration Assistant Department of Parks and Wildlife/Pilbara Region PO Box 835, KARRATHA WA 6714	Regarding the above application for development plan at Lot 381 Second Avenue, Onslow: Department of Parks & Wildlife has no comment.	Noted.	That the Submission from the Department of Parks and Wildlife/Pilbara Region be noted without modification to 'Local Planning Policy - Lot 381 Second Avenue/Third Avenue Onslow'.
6	Executive Director Geological Survey of Western Australia Mineral House 100 Plain Street East Perth WA 6004	The Geological Survey of Western Australia (GSWA), on behalf of the Department of Mines and Petroleum (DMP), has reviewed the Draft Development Plan with respect to access and development of mineral and petroleum resources, geothermal energy, and basic raw materials, and has no comment to make in this regard.	Noted.	That the Submission from the Geological Survey of Western Australia be noted without modification to 'Local Planning Policy - Lot 381 Second Avenue/Third Avenue Onslow'.
7.	Director Environmental Health Directorate Department of Health PO Box 8172 Perth Business Centre WA 6849	Proposed developments are required to connect to sewer and scheme water in order to comply with the provisions of the draft Country Sewerage Policy. Enclosed is a scoping tool that highlights public health issues that should be addressed and incorporated into the proposed development plan. The scoping tool is available for download at: http://www.public.health.wa.gov.au/cprooU3965/2/Residentia1%20estate%20and%20precincts%20JUNE%202011.pdf	Noted. The recommended condition relation to Submission 1. (Water Corporation) will address the need for sewerage connections.	1. That the Submission from Department of Health be noted. 2. That as a result of the Submission, the adopted 'Local Planning Policy - Lot 381 Second Avenue/Third Avenue Onslow' (LPP) be modified as follows: i. Correspondence from Department of Health be included as an attachment to the LPP. ii. The conditions of the Development Plan associated with the LPP be modified to include the following:

		<p>An additional resource that may also be helpful is an enHealth document 'Risky Business' - A resource to manage environmental health risks available for download at: http://www.public.health.wa.gov.au/2/1400/2/healthriskassessment.pm</p>		<p><i>"Prior to the commencement of any development, arrangements shall be being made with the Water Corporation so that provision of a suitable water supply and sewerage service will be available to the land."</i></p>
8.	<p>Department of Aboriginal Affairs Manager Advice and Approvals Government PO Box 3153, East Perth WA 6892</p>	<p>I have reviewed all the relevant information and can confirm that the proposed works are within the dithered boundary of one Registered heritage site but not within the actual boundary and therefore no impact to any heritage values. The relevant DM record is:</p> <p>DAA 6618 - Dew Talu</p> <p>The dithered boundary is used by DM for reasons of cultural sensitivity. Usually developers are advised by DM that if there are closed heritage sites/places within their proposed work area to have a Registered site search conducted by DM for clarification. The Shire of Ashburton is able to utilise this service for any future enquires. The Shire of Ashburton should note that DM has released Aboriginal Heritage Due Diligence Guidelines (Guidelines). You can find the Guidelines on the DM website under "Section 18 Applications" heading at: http://www.daa.wa.gov.au/Documents/HeritageCulture/Heritage%20management/AHA_Due_Diligence_Guidelines.pdf</p>	Noted.	<p>That the Submission from the Department of Aboriginal Affairs be noted without modification to 'Local Planning Policy - Lot 381 Second Avenue/Third Avenue Onslow'.</p>

<p>9.</p>	<p>Ms Wendy Carson P.O. Box 105 Onslow W.A. 6710</p>	<p>I am for the proposal of Lot 381 Second Avenue Onslow being developed exclusively for tourism short term accommodation only.</p> <p>I am against the proposed use for “long stay residential accommodation” and the site being turned into another Ashburton Resort Motel, Discovery Parks and Mackerel Island Resort [Thevenard Island] transient work force accommodation, I also have some other concerns regarding the true intent of the developers as follows.</p> <ul style="list-style-type: none"> Page 3 of the Implementation Framework proposed development plan <i>“Height limits: Generally a maximum of 3 storeys for holiday accommodation/grouped dwelling units”</i>. <p>There is no indication in the plan as to whether the group dwellings are to short or long term accommodation and I am against two or three storey’s high above and so close to the board walk which I have had the benefit of walking in seclusion every day of the week since the day it was built.</p>	<p>Noted.</p> <p>Noted. The reference to the potential ‘residential’ use of the site is intended to provide a distinction to the ‘short term tourist use. Transient workforce accommodation is a separate use not referred in the draft Local Planning Policy (LPP) or the associated draft Development Plan. Although all three uses are discretionary in the ‘Tourist zone’, adoption of the LPP only reflects Council’s position of supporting residential and tourist uses – not transient workforce accommodation.</p> <p>Noted. Height limits for grouped dwellings of 3 storeys is consistent with the R50 development requirements applicable to the site under clause 6.10.3 of the Scheme. The same height limit doesn’t apply to ‘holiday accommodation. Accordingly to ensure that height limits are consistent a three storey height limit should apply across the site.</p>	<ol style="list-style-type: none"> That the Submission from Ms Wendy Carson be noted. That as a result of the Submission, the adopted ‘<i>Local Planning Policy - Lot 381 Second Avenue/Third Avenue Onslow</i>’ (LPP) be modified as follows: <ol style="list-style-type: none"> The conditions of the Development Plan associated with the LPP be modified to include the following: <p><i>“A comprehensive Landscaping Plan that addresses the interface with the adjoining UCL and implementation schedules shall be required as Condition of Development Approval.”</i></p> <p><i>“Associated with any application for Planning Approval that involves tourist use and development, the application will address management of the tourist operation.”</i></p>
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		<ul style="list-style-type: none"> • Page 7 of the Planning Background proposed development plan <i>“In this regard, the Development Plan for Lot 381 proposes a proportion of the overall accommodation to potentially be used for long stay residential use. The final percentage would be dependent on the design on the hotel component”.</i> • Page 13 <i>“Pedestrian paths would be provided within the site and a connection to the Ian Blair Memorial Boardwalk which runs parallel to the northern boundary of the site is proposed”.</i> Why should the residents have private access to a public board walk? Residents who utilise it now will also lose their privacy. • Page 1 of the Damara Report <i>“Onslow Developments are presently considering the development of a hotel and apartment complex at Lot 381 Second Avenue, Onslow”</i> <p>Onslow residents would also require proof that the contaminated soil and oil from the tanks has been removed and transported to an approved Controlled Waste site and that it has just not been buried under tons of free sand transported in from behind the cemetery site.</p>	<p>Noted. The matter before the Council relates to establishing a policy as to the preferred development over Lot 381. It is neither intended nor appropriate to detail the overall use and development at this juncture. The landowner would still be obliged to seek planning approval for the development of the land which would provide a detailed proposal.</p> <p>Noted. Lot 381 by its very nature and location of the boardwalk overlooks the Unvested Crown Land (UCL) that the boardwalk is located. It is not unusual for land owners to seek access to or foreshore reserves as can be seen with existing development in Onslow that abut State lands.</p> <p>Noted. This is reflected in the request for Council to establish the LPP and associated Development Plan.</p> <p>The Shire understands that Lot 381 is not contaminated. The community can confirm this by logging on to the Department for Environment Regulation website where the contaminated land data base can be accessed: http://www.der.wa.gov.au/your-environment/contaminated-sites</p>	
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		<p>The smell from Lot 381 before the site was filled was very offensive when walking in and around the area. The dunes have never revegetated from the overflow surplus spillage from the sand infill and runoff is still spilling down the hills above the boardwalk.</p> <p>If the buildings are to be similar to the buildings currently on the site which look more like construction site accommodation than tourism accommodation then I am dead against the proposal as a whole, with trucks and materials stored and transportable dongas it is appalling and how Council ever approved this without public consultation is inexcusable.</p> <p>Reading the proposal I am unsure if this is a genuine application for short term tourist accommodation, it appears to be a ploy for Council to adopt the draft DP and the intent is for the site to be utilised for long stay residential transient and FIFO accommodation.</p> <p>There is also no plan for manager or staff accommodation to run such a large "tourism" development.</p>	<p>Lot 381 is not included in the data base.</p> <p>The LPP does not address previous decisions of the Shire however it would be reasonable to include a condition that addresses the landscape interface of the Lot 381 with the UCL.</p> <p>Noted. The detail of the design of buildings etc. will be available for perusal when the application for planning approval is sought.</p> <p>Noted. Taken on face value, the draft Development Plan associated with the LPP does not refer to transient workforce accommodation. Should the LPP be adopted, the Council would assess the application against the LPP and should transient workforce accommodation be sought, judge the application accordingly.</p> <p>The reference to management of the tourist development is relevant and should be referred as a condition of the Development Plan</p>	
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10	<p>Mr. Robert Wilkin P.O. Box 105 Onslow W.A. 6710</p>	<p>I am for the idea of Lot 381 Second Avenue Onslow being developed as a short term accommodation tourism site I am against any long stay accommodation.</p> <p>Most developers pretend they are designing for tourism but in actual fact; the intention is to use premises for transient work force and FIFO accommodation Eg. Ashburton Resort Motel, Beadon Bay Village now Discovery Park and Mackerel Island on Thevenard Island, all used to house exclusively Chevron & BHP staff employees and contractors although they make believe there are rooms available for tourists, it is a bit of a sham.</p> <p>I have had two women councillors stay at my house when they were unable to book any rooms in Onslow for a council meeting, two others had to sleep in a shed and another councillor had to bring his accommodation his "Winnebago" to sleep in.</p> <p>I am unsure what the proposal is with regards the "group dwellings" how many stories high are the group dwellings to be and are they long or short term accommodation?</p>	<p>Noted.</p> <p>Noted. The land referenced in the submission is included in zone/s or reservation that provides the opportunity for transient workforce accommodation/group dwellings and tourism development. It is noted that Lot 381 is zoned 'Tourist' which provides the discretion for Council (or the Pilbara Joint Development Assessment Panel) to approve transient workforce accommodation. However, transient workforce accommodation is not referred to in the LPP before Council.</p> <p>Noted.</p> <p>Noted. Height limits for grouped dwellings of 3 storeys is consistent with the R50 development requirements applicable to the site under clause 6.10.3 of the Scheme. The same height limit doesn't apply to 'holiday accommodation. Accordingly to ensure that height limits are consistent a three storey height limit should apply across the site.</p>	<p>That the Submission from Mr. Robert Wilkin be noted without modification to <i>'Local Planning Policy - Lot 381 Second Avenue/Third Avenue Onslow'</i>.</p>
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		If the complex is to be designed only for tourism I am all for it; Onslow needs an alternative source of income other than gas, FIFO and transient work people.	Noted.	
11	Chief Executive Officer Onslow Salt Pty Ltd GPO Box 2593 Perth WA 6001	<p>We would like to advise you that Onslow Salt does not have major issues about the Development Plan except our concerns about noise restriction to our operation.</p> <p>According to the Development Plan - Context (ref. Figure 4 of Appendix I to Proposed Development Plan prepared by Damara W A Pty Ltd), we observe that RL of Lot 381 is elevated compared with the existing town area, while the distance to Lot 381 from our operation is similar to the distance to the existing town area. Onslow Salt operates the ship loading conveyor at the area closest to Lot 381 (General Purpose Lease G7SA and G8SA) complying with the noise restriction under the Environment License. Any intensification of the noise restriction would cause us adverse impacts on our operation.</p> <p>Can you please advise us if consideration for noise control to Lot 381 has been made and appropriate counter measures like creating noise buffer zone will be taken? Onslow Salt would like to reserve its right for objection to this application until its concern about the noise control is solved to its satisfaction.</p>	<p>Noted.</p> <p>Noted. The matter before Council is the establishment of a local planning policy that establishes the policy direction of Council in relation to the use and development of Lot 381.</p> <p>The matters raised by Onslow Salt was referred to the proponent where the following response was provided:</p> <p><i>“The need to access and if necessary, mitigate potential noise impacts from the Onslow Salt operation is acknowledged on the draft (advertised) Development Plan as follows:</i></p> <p><i>“An Acoustic Assessment of potential noise impacts from the Onslow Salt Conveyor which considers any required noise mitigation measure for the site may be required as a condition of development approval ”</i></p> <p><i>We would be happy to bring the requirement for an acoustic assessment forward, to inform more</i></p>	<p>1. That the Submission from Onslow Salt Pty Ltd be noted.</p> <p>2. That as a result of the Submission, the adopted ‘Local Planning Policy - Lot 381 Second Avenue/Third Avenue Onslow’ (LPP) be modified as follows:</p> <p>ii. The conditions of the Development Plan associated with the LPP be modified to include the following:</p> <p><i>“An acoustic assessment of potential noise impacts from the Onslow Salt Conveyor shall accompany any Application for Planning Approval which will address noise mitigation measures for residential or tourist use and development (including hotel, motel, restaurant and the like) and implemented as a condition of Planning Approval.”</i></p> <p><i>“All Applications for Planning Approval involving residential or tourist use and development (including hotel, motel, restaurant and the</i></p>

detailed design, by substituting the wording "...may be required as a condition of development approval" to "...may be required as part of a future development application over the site", to satisfy the concerns raised by Onslow Salt in its submission.

We would be reluctant to accept that an acoustic assessment be provided as part of all development applications however, as this may be unreasonable in the case of an application for grouped dwellings on the eastern-most part of the site which are likely to be further away from Onslow Salt operations than existing residential Townsite lots."

It is appropriate to modify the 'acoustic assessment' condition of the Development Plan to include reference to the assessment being undertaken for all Planning Applications (noting that this is not the proponent's preference).

The reason for this is that Onslow Salt operates under *Onslow Solar Salt Agreement Act 1992* where Cl 21 of the Schedule states as follows:

"Zoning

21. The State shall ensure after consultation with the relevant local authority that the mining leases and any lands the subject of any Crown Grant

like, Council will advertise such Applications in accordance with Clause 5.7.of the Scheme with particular reference to Onslow Salt Pty Ltd".

			<p><i>lease licence or easement granted to the Company under this Agreement shall be and remain zoned for use or otherwise protected during the currency of this Agreement so that the activities of the Company hereunder may be undertaken and carried out thereon without any interference or interruption by the State or by any State agency or instrumentality or by any local or other authority of the State on the ground that such activities are contrary to any zoning by-law regulation or order.”</i></p> <p>Accordingly, the Council is obliged to ensure that its planning instruments (including local planning policies) do not seek to override its obligations under the <i>Onslow Solar Salt Agreement Act 1992</i>.</p> <p>In addition, it is appropriate to make specific reference to the matters raised by Onslow Salt in the LPP as ‘group dwellings’ or ‘holiday accommodation’ under the Scheme does not obligate Council to advertise such applications.</p>	
12	Ms Carol Stratford Onslow Visitor Centre Manager	<p>I would like to express my concerns on this proposed new development</p> <p>I am afraid this project will be the same as the Discovery Park and the Ashburton Motel providing only long stay accommodation generally.</p>	<p>Noted</p> <p>Noted. The LPP provides for a mix of both short-stay (holiday accommodation) and long-stay accommodation.</p>	<p>That the Submission from Ms Carol Stratford be noted without modification to <i>‘Local Planning Policy - Lot 381 Second Avenue/Third Avenue Onslow’</i>.</p>

		<p>I believe a connection to the Ian Blair Memorial Board walk would be harmful to the Onslow tourism in a way people will shy away from using this facility thinking it is part of this resort. Many locals use this facility on a daily basis I for one would not enjoy its serenity anymore.</p> <p>It would have been nice if a public presentation had been available to discuss and listen to the pros and cons.</p> <p>Our tourist industry has had a lot of obstacles this year I strongly believe this will become one more.</p> <p>Thanking you for your time</p>	<p>This is consistent with the intended use for the site identified on the adopted Onslow Townsite Strategy.</p> <p>Noted. Lot 381 by its very nature and location of the boardwalk overlooks the Unvested Crown Land (UCL) that the boardwalk is located. It is not unusual for land owners to seek access to or foreshore reserves as can be seen with existing development in Onslow that abut State lands.</p> <p>Noted. The draft LPP was advertised widely and submissions received. It is always open to Council and or the landowner to engage further with the community.</p> <p>Noted.</p>	
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Our Ref: 12931da131105

6 November 2013

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Shire of Ashburton
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Attention: Rob Paull

Dear Rob

**Response to Submissions – Draft Development Plan
Lot 381 Second Avenue, Onslow**

Thank-you for providing copies of the submissions received during advertising of the draft Development Plan and accompanying Local Planning Policy (“the proposal”). It is noted a total of nine (9) submissions were received during the statutory advertising period. Of these, three agencies (Department of Mines and Petroleum, Department of Aboriginal Affairs and Department of Parks and Wildlife) either raised no issues or provided no comment on the proposal.

The *attached* schedule sets out our responses to the comments provided in the submissions where issues were raised or detailed comments were provided. It would be appreciated if you could give consideration to our responses in presenting the proposal to Council for consideration.

Please do not hesitate to contact me should you wish to discuss.

Yours faithfully

**David Maiorana
Planning Manager**

SCHEDULE OF SUBMISSIONS

DEVELOPMENT PLAN – LOT 381 SECOND AVENUE, ONLSOW

NO	SUBMITTER	SUBMISSION DETAIL	RESPONSE
1	Department of Planning	<p>1. The submission is primarily focussed on the Coastal Setback Assessment prepared by Damara WA Pty Ltd. The following comments are noted:</p> <p>a) There may be justification for the development of the land;</p> <p>b) The use of natural protection (dunes) is likely to be supported in connection with an appropriate Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) and funding arrangements for ongoing management being in place;</p> <p>c) A 90m minimum dune field width should be adopted, in lieu of a minimum 70m width as recommended by Damara.</p> <p>d) A CHRMAP should be prepared in accordance with SPP 2.6.</p>	<p>1. The Department of Planning’s comments are noted.</p> <p>Damara has advised the Department’s expectation of a 90m minimum buffer would be a matter to be negotiated as part of preparing a CHRMAP. Damara is continuing to liaise with the Department of Planning in relation to the matters raised in this submission. In particular, Damara is seeking to confirm the specific requirements to be addressed in a CHRMAP. It is noted the Shire considers any funding mechanisms required by the Department of Planning should be negotiated with the DoP. In order for the above matters to be resolved, it is proposed a condition be included on the Development Plan to the effect that:</p> <p><i>“A Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) including any associated funding mechanisms shall be prepared and implemented to the satisfaction of the Department of Planning as a condition of subdivision approval”.</i></p>
2	Water Corporation	<p>2. Provides the following comment:</p>	<p>2. Whilst some existing servicing constraints are noted, these technical issues would be investigated further as part of preparing a formal development / subdivision application for the site.</p>

		<ul style="list-style-type: none"> a) The ability to service the Lot with a water supply is currently extremely limited; b) Waste supply is being upgraded in Onslow, including an interim servicing approach; c) A longer term upgrade (high level tank) may increase the potential development of the site in the future. d) The Lot is capable of being serviced by an extension of the waste water conveyance system. e) Servicing issues need to be further evaluated by suitably qualified consultants. 	<p>Once the intended use of the land is confirmed by approval of a Development Plan for the site, this will both help to inform the Water Corporation's planning for the area and in turn will enable the landowner's/developer's consulting engineers to investigate and negotiate options for servicing the site (including temporary /interim solutions). Until such time as a Development Plan is approved, it will be difficult to progress any meaningful or detailed investigation into the servicing options for the site.</p>
3	Onslow Salt Pty Ltd	3. Does not have major concerns other than ensuring no increase in noise restrictions over Onslow Salt operations.	<p>3. The need to access and if necessary, mitigate potential noise impacts from the Onslow Salt operation is acknowledged on the draft (advertised) Development Plan as follows:</p> <p><i>" An Acoustic Assessment of potential noise impacts from the Onslow Salt Conveyor which considers any required noise mitigation measure for the site may be required as a condition of development approval "</i></p> <p>We would be happy to bring the requirement for an acoustic assessment forward, to inform more detailed design, by substituting the wording "...may be required as a condition of development approval" to "...may be required as part of a future development application over the site", to satisfy the concerns raised by Onslow Salt in its submission.</p>

			<p>We would be reluctant to accept that an acoustic assessment be provided as part of <u>all</u> development applications however, as this may be unreasonable in the case of an application for grouped dwellings on the eastern-most part of the site which are likely to be further away from Onslow Salt operations than existing residential Townsite lots.</p>
4	<p>Private Submission (1) (no name provided)</p>	<p>4. Raises concerns with the proposal for the following reasons:</p> <p>a) Concerned only long stay accommodation will be provided.</p> <p>b) A connection to Ian Blair Memorial Board Walk is opposed as it will affect the serenity of this facility.</p> <p>c) The proposal will become another obstacle to the local tourism industry.</p>	<p>4. The submission should be dismissed on the following grounds:</p> <p>a) The proposal is for a mix of both short-stay (holiday accommodation) and long-stay accommodation. This is consistent with the intended use for the site identified on the adopted Onslow Townsite Strategy. In the event Council considered a future development application was inconsistent with the approved planning framework for the site, including an approved Development Plan, it could resolve to either refuse the application, or require the Development Plan to be amended prior to determining an application for development approval. The proposal is not only for long term accommodation and accordingly, this issue should be dismissed.</p> <p>b) The board walk is a significant tourist attraction in the townsite which has strong synergies with the use of Lot 381 as a Hotel/Holiday Accommodation facility. The provision of controlled pedestrian access between the proposed development and the boardwalk will ensure there are no adverse environmental impacts including erosion of the foreshore reserve due to unmanaged pedestrian access.</p> <p>It is accepted approval for any additional access would need to be granted by the state government.</p> <p>c) There is no evidence to support the claim the proposal will have a negative impact on the local tourism industry and hence this submission should be dismissed.</p>

5	<p>Private Submission (2) (no name provided)</p>	<p>5. The submitter raises the following issues:</p> <p>a) Supports Lot 381 being developed exclusively as a short term accommodation tourist site.</p> <p>b) Considers most proposals for Tourism development are intended for use as transient work force/ FIFO accommodation.</p> <p>c) Seeks clarification on the proposed use and height limits applicable to grouped dwellings.</p>	<p>5. The submission should be dismissed on the following grounds:</p> <p>a) Please refer to response (4a) provided above.</p> <p>b) The proposal is intended to provide holiday accommodation and long stay accommodation. Transient workforce accommodation is a separate use class under the Scheme and is not proposed by this application. Clause 6.10.4 of the Scheme sets out criteria whereby transient workforce accommodation may be considered in the Tourism zone including a limitation on the overall proportion of transient workforce accommodation and requirement for accommodation to be made available for tourists. If the proposal was intended for transient workforce accommodation, these scheme requirements would need to be addressed. There is no basis for the claim the proposal is intended for this use and therefore this issue should be dismissed.</p> <p>c) The land use 'grouped dwellings' is defined by the Residential Design Codes. Height limits for grouped dwellings are specified under Section 1.7 of the Statutory Section of the Development Plan Report. A maximum of 3 storeys is proposed for grouped dwellings and holiday accommodation. The 3 storey limit is consistent with the R50 development requirements applicable to the site under clause 6.10.3 of the Scheme (for multiple dwelling development) and it is considered reasonable for a three storey height limit to apply across the site given the nature of the uses proposed.</p>
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6	<p>Private Submission (3) (no name provided)</p>	<p>6. The submitter raises the following issues:</p> <ul style="list-style-type: none"> a) Supports Lot 381 being developed exclusively as a short term accommodation tourist site. b) Is opposed to long stay residential accommodation on the site. c) Queries intended use of grouped dwellings. d) Opposes two-three storey development adjacent to board walk. e) Opposes direct access to the Ian Blair Memorial Board Walk, particularly impacts on resident's privacy. f) Concerns regarding satisfactory remediation of previous site contamination. g) Has concerns with current use of the site. h) Queries if the proposal is genuinely for short term tourist accommodation. There is no provision for manager or staff accommodation to run such a large tourism development. 	<p>6. The submission should be dismissed on the following grounds:</p> <ul style="list-style-type: none"> a) Please refer to response (4a) provided above. b) Please refer to response (4a) provided above. c) Please refer to response (5c) above. d) Please refer to response (5c) above. e) Please refer to response (4b) provided above. The boardwalk is a public facility and normal planning practice encourages passive surveillance of the public realm. Accordingly, this submission should be dismissed. f) The remediation of the site has been undertaken in accordance with the Contaminated Sites Act, 2003, to the satisfaction of the Department of Environmental Regulation (formerly DEC). g) This issue is not relevant to the proposal and therefore should be dismissed. h) Please refer to response (4a) provided above. Given the proposal includes long stay accommodation, a manager and staff could be accommodated on site.
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Department of
Planning

Planning Provisions for Affordable Housing

Discussion Paper

October 2013



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This document is available in alternative formats on application to Communication Services.

1. Executive summary

In the past decade housing affordability and the supply of affordable housing has become a major issue for Western Australia. The rapid increase of house prices and rents has left many people on low and moderate incomes struggling to find housing that is both affordable and appropriate for their needs.

In 2011, the State Government released its response to this challenge through the State Affordable Housing Strategy 2010-2020: Opening Doors to Affordable Housing. The Strategy outlines a multi-faceted and coordinated approach to improve the supply of affordable housing and the effectiveness of the housing system in a way that responds to people's needs.

The Strategy recognises the wide range of factors that affect the supply of affordable housing. One of these factors is the planning and approval process that governs new development. At a broad level, an effective planning and approvals system will encourage the efficient supply of land and housing types that meet the needs of Western Australia's diverse and growing population. The Western Australian Planning Commission (WAPC) and Department of Planning have implemented - and are continuing to pursue - reforms to make improvements in this area.

The Strategy also calls for the State Government to develop model planning policies and provisions for affordable housing. Unlike systemic improvements that improve the overall supply (and affordability) of housing, these provisions would seek to facilitate the development of dedicated affordable housing, in particular land or housing developments. This discussion paper has arisen from this specific commitment and seeks feedback on a range of potential options that could be used to respond to it.

Policy context and the current situation

A number of strategic documents including the *State Affordable Housing Strategy, Directions 2031 and beyond: metropolitan planning beyond the horizon* and the draft *State Planning Strategy* refer to the potential for the planning system to use development control measures that encourage or facilitate affordable housing; however, they do not approach the issue in the same way. Some support a planning approach that focuses on the physical characteristics of dwellings and looks to dedicated affordable housing providers to deliver any affordability outcomes after construction is complete while others indicate a potential role for planning to deliver dedicated affordable housing through the development approvals process.

To date, neither the WAPC nor the State Government have clarified which approach is preferred. As a result, some inconsistency is evolving between different local governments that have introduced, or are seeking to introduce, affordable housing provisions into their local planning schemes and policies. One of the purposes of this discussion paper is to inform the development of a clear policy position from the State Government, so as to remove this inconsistency and provide certainty to local governments, the development industry, affordable housing providers and local communities.



Potential approaches

This paper identifies three broad policy approaches to the use of planning to facilitate the development of affordable housing. These are:

1. Encourage the development of affordable housing through measures that promote the efficient supply of well-located diverse housing;
2. Promote the development of affordable housing with specific incentives for affordable housing enabled through planning schemes and policies; or
3. Require the development of affordable housing with the use of mandatory provisions in appropriate locations.

These approaches can be applied separately or together and will ultimately inform the policy framework that governs the way planning schemes or policies respond to affordable housing.

A range of implementation mechanisms can be adopted in planning schemes or policies to facilitate the development of affordable housing. These include protective mechanisms (used to prevent or mitigate the loss of affordable housing), planning incentives (that improve the profitability of a development in return for the provision of affordable housing) and mandatory provisions (that require the provision of affordable housing as a condition of development). The effectiveness of each mechanism can vary considerably, depending on the desired outcomes, characteristics of the housing market and type of development that is occurring. Some of the benefits, costs and challenges of these mechanisms are explored further in Section 6.

Options

Four implementation options are presented in Section 8, which span the range of broad policy approaches. Each option includes different implementation mechanisms as well as the likely legislative, statutory and policy measures required to accompany their adoption. The options are summarised in the table below.

Stakeholder feedback is sought on each of the options, including the likely effectiveness, benefits and challenges associated with each. Comments are also sought to identify any practical issues that may be associated with implementation of each option. Feedback will be considered by the WAPC, and used to inform the development of a clear policy position that will guide the way that planning schemes and policies can be used to address affordable housing.

	Approach			Supporting legislative, statutory or policy mechanisms		
	No specific provisions for affordability	Voluntary incentive provisions	Mandatory provisions on private land	Legislation	SPP	Guidelines with toolbox
Option 1	•					
Option 2		•		•		•
Option 3		•	Only in selected areas	•	•	•
Option 4		•	•	•	•	•

Table 1: Summary of implementation options

2. Introduction



This discussion paper is primarily a response to the *State Affordable Housing Strategy*, which commits the State Government to explore opportunities for the planning system to facilitate the development of affordable housing.

The paper begins by outlining the broader issue of affordable housing in Western Australia, and the State and national policy context. It then identifies measures that are being used to address affordability, either directly or indirectly, through different parts of the planning system in Western Australia. Finally, it presents four possible options that could be introduced to facilitate the supply of new affordable housing through the planning system. Each option is accompanied by potential implementation measures, benefits and challenges. Specific discussion points are also included to help focus stakeholder responses and inform the State Government’s consideration of the issue.

There are many factors that influence affordability, including construction costs, the availability of finance and the overall efficiency of land and housing supply. While acknowledging that these factors exist, the purpose of this paper is not to explore them in detail or to seek comment on how they may be resolved. Rather, it focuses quite specifically on exploring legislative, statutory and policy measures within the planning system that relate to development control, and which could be used to facilitate the development of affordable housing.

Figure 1 outlines the focus of this paper within the context of other factors that influence affordability. Stakeholders should read the discussion paper and provide any feedback with this specific purpose in mind.

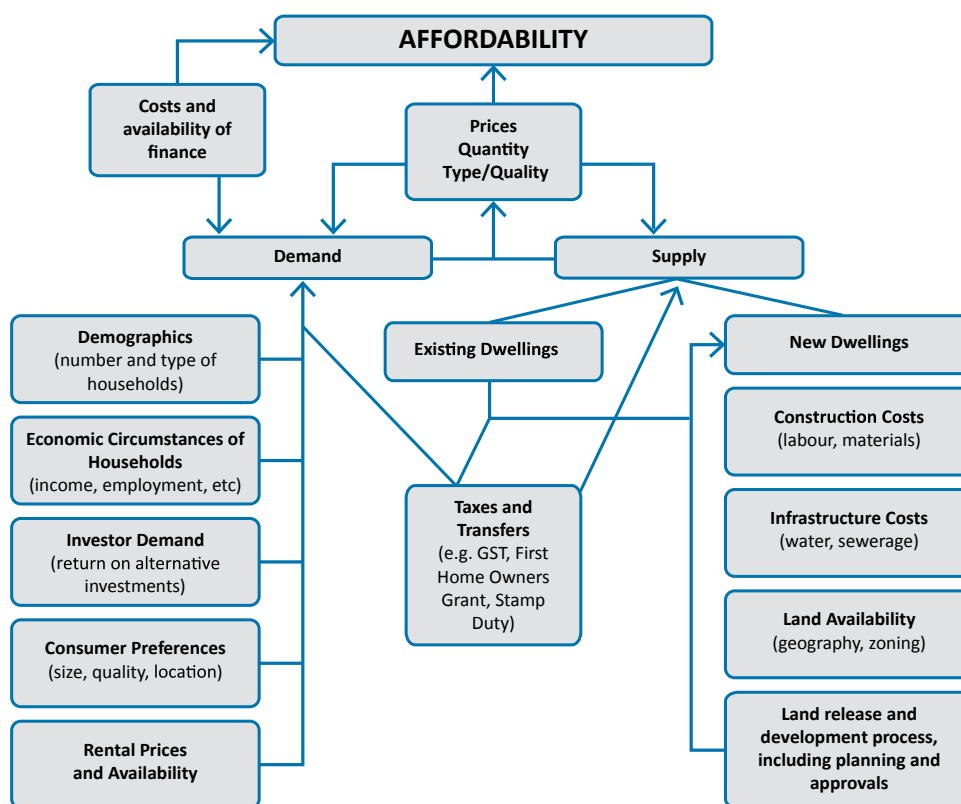


Figure 1: Factors influencing housing supply, demand and affordability ¹

1 Adapted from the National Housing Supply Council, 2nd State of Supply Report, 2010

3. Background



Housing affordability is now widely recognised as a significant issue for many parts of Western Australia. Over the past decade house prices have increased rapidly and many households on low to moderate incomes now struggle to find a home that is affordable, appropriate and accessible to them.

A shortage of affordable housing can have significant consequences for individuals and the wider community. People who cannot find appropriate and affordable housing can face financial stress, be forced to live in accommodation that is inappropriate, or become homeless. Communities that do not have enough affordable housing can struggle to attract and retain workers that support the local economy, including those in key industries such as education, health, childcare and retail. They also risk excluding some people – including long term residents. As people move through different stages of their lives, their circumstances and housing needs can change. Without enough appropriate, affordable housing, young adults leaving the family home or older people looking to downsize may be forced to leave a community that they have lived in for a long time.

With these and other outcomes in mind, governments at both Federal and State level have recognised the importance of addressing shortages of affordable housing across different parts of the country.

Housing and homelessness is one of the Council of Australian Governments' (COAG) key reform areas, and multi-lateral agreements between the Commonwealth and States explicitly focus on meeting overall housing supply targets, improving housing affordability and improving the supply of dedicated affordable housing.

In Western Australia the State Government has released the *Affordable Housing Strategy 2010-2020: Opening Doors to Affordable Housing*, which identifies the importance of the issue and outlines a coordinated, cross-agency response for the next decade. The planning system is recognised by both COAG and the *State Affordable Housing Strategy* as one of the key factors that has an influence on housing supply and, consequently, affordability.

A number of local governments in Western Australia have also recognised the importance of affordable housing to their communities, and that planning can have a role in addressing the issue. A small number have actually introduced affordable housing provisions into their local planning schemes, while others have indicated that they intend to do so in the near future.

To date, neither the State Government nor the WAPC have adopted a formal policy position in regard to planning and affordable housing, nor do they offer any formal guidance to local governments on the matter. Instead, local governments seeking to introduce affordable housing provisions into their local planning schemes and policies have done so without the benefit of any formal guidance or an overarching policy framework. This situation carries the risk of inconsistent scheme provisions being applied across the State, adding time, cost and uncertainty to the planning and development process.

Within this context, this discussion paper is responding to two separate drivers. The first is the 'top down' direction from the State Government. One of the key strategies of the *State Affordable Housing Strategy* focuses on planning reforms, including the introduction of model planning policies for the provision of affordable housing. Other strategic documents also indicate the State Government's desire for the planning system to play an active role in facilitating the development of affordable housing. The second driver is a 'bottom up' demand from local governments, some of which are seeking to incorporate affordable housing provisions into their local planning schemes, but are doing so without any policy guidance from the State Government or WAPC.

The role of planning

It is important to understand the points in the development process where planning does (and does not) have an influence. Broadly speaking, planning can influence or control development outcomes by rezoning land (e.g. from rural to urban), or by placing conditions on the approval of the subdivision of land and the development of housing. However as Figure 2 shows, planning's role largely ends once development is complete (provided it is in accordance with the development conditions). It has very little (if any) role in monitoring the price of the home or the circumstances of the occupants, which are the two things that have the greatest influence on affordability.

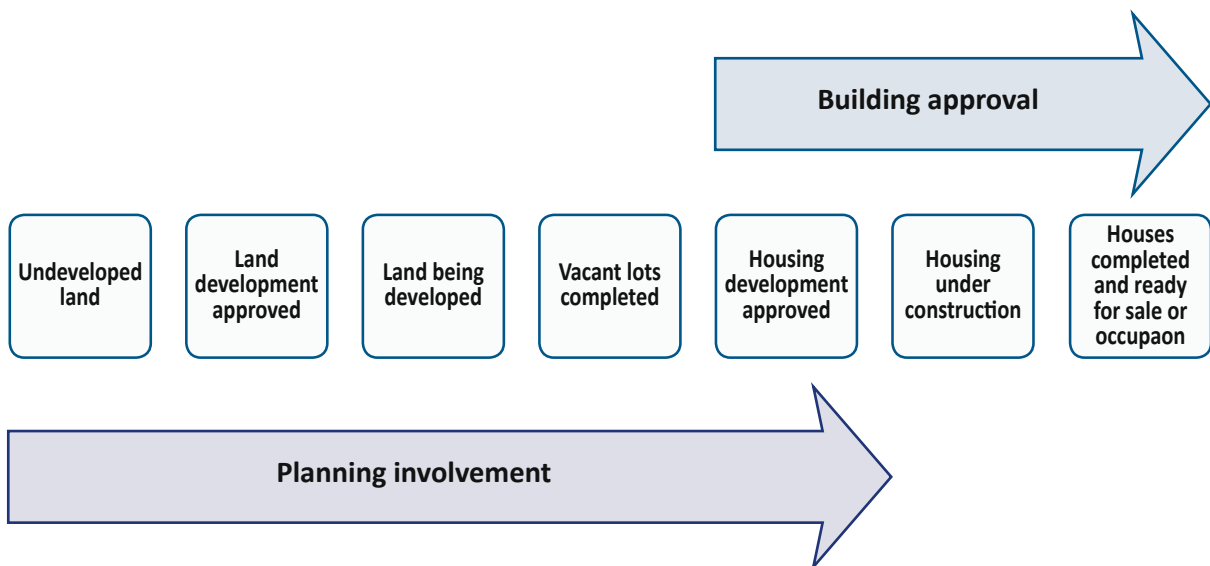


Figure 2: Planning's role in the development process

As a result, any changes to the planning system will need to be accompanied by changes to the housing system, which will need to provide the means to implement, measure and monitor affordable land or housing once it has been built and planning's role has concluded.

Objectives

Changes to the planning system have the potential to affect a range of stakeholders. In this case (changes related to affordable housing), stakeholders include local communities, local governments, the development industry and affordable housing providers. This discussion paper is designed to give those and other stakeholders the opportunity to inform the Western Australian Government's approach to this important issue. It has two broad objectives:

1. Outline a range of approaches that the planning system could use to engage with affordable housing, including whether it should encourage, actively promote or mandate the provision of affordable housing; and
2. Drawing on these approaches, present a range of implementation options, seeking feedback from key stakeholders on the implications of each, and determine which is most appropriate for Western Australia.

Project stages

This paper represents the first stage of a wider project to consider the introduction of affordable housing as a key objective and consideration of the Western Australian planning system. The stages of the project are likely to be:

1. Release of this discussion paper identifying different approaches and options for using the planning system to deliver affordable housing;
2. Identify a preferred approach taking into account stakeholder feedback;
3. Consult with key stakeholders to inform the development of an implementation framework based on the preferred approach, including statutory and policy provisions, and delivery models; and
4. Develop a final package of planning provisions for approval by the WAPC and State Government for implementation through the WAPC and local government planning instruments.

Definitions

Housing affordability

Housing affordability is a term that refers to the relationship between housing costs (rent, mortgage repayments) and a household's total income. It can be applied at the individual dwelling level, but often refers to the conditions of an overall housing market.

A commonly used method of measuring housing affordability is the '30/40 rule' which states that a house is unaffordable if the rent or mortgage is more than 30 per cent of the total household income, and the household is in the lowest 40 per cent of the income distribution. A household in this situation is said to be experiencing 'housing stress'. Other measures apply the 30 per cent rule to households earning up to 120 per cent of the median income. While this measure does have some shortcomings, it remains the most commonly used rule of thumb for assessing affordability.

There are also a number of other, less commonly used, housing affordability measures. Some assess the amount of residual income remaining after housing costs are paid to see whether the basic costs of living can be met. Some simply divide house prices by household incomes to provide a house price to income ratio, which can be used to compare different locations. More complex measures seek to identify broader living costs (such as transport or maintenance), or to identify underlying housing issues such as overcrowding or inappropriate dwelling types.

Affordable housing

Affordable housing, particularly within the context of this discussion paper, is different to housing affordability. The *State Affordable Housing Strategy 2010-2020* defines affordable housing as follows:

"Affordable Housing refers to dwellings which households on low-to-moderate incomes can afford, while meeting other essential living costs. It includes public housing, not-for-profit housing, other subsidised housing under the National Rental Affordability Scheme together with private rental and home ownership options for those immediately outside the subsidised social housing system."

Drawing from this definition, affordable housing refers to individual dwellings that are sold or rented to a low to moderate income household at a rate that they can afford. In many cases, the dwelling will be sold or rented through a government or not-for-profit program that offers a subsidy to the owner or tenant, however in some instances low cost housing in the private market (both rental and purchase) will be affordable without any subsidy.

Affordable living

The concept of affordable living recognises that direct rental or mortgage payments are not the only cost that households incur. Other expenses include the consumption of water, gas and electricity, property fees and taxes, the cost of transport (to work, education and shopping) and the price of food. Affordable living provides a framework that considers all of these costs together. In some cases, the additional costs of living in a low quality or poorly located dwelling (through transport, energy and water costs etc.) can outweigh the benefits of lower mortgage or rental payments, or vice versa.

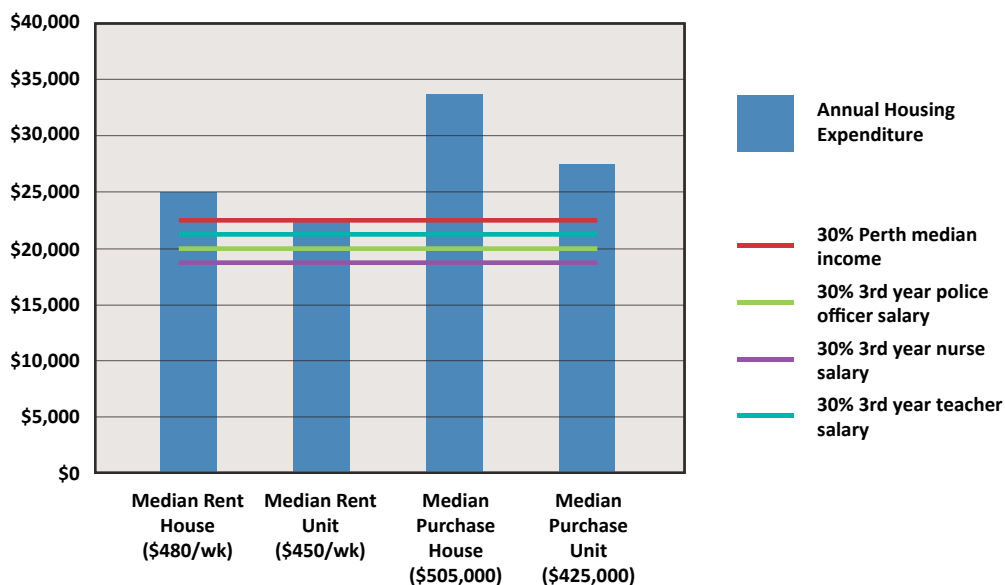
The planning system in Western Australia currently seeks to influence housing costs through the promotion of smaller dwellings, and to address these other expenses through planning controls that govern factors such as size, location, orientation and design.

Context

Declining affordability

Until the early 2000s, housing affordability was not generally considered to be a major strategic issue for Western Australia. The cost of purchasing a home was relatively modest compared to average incomes. In the year 2000 a median priced home in Perth cost 3.9 times the median family income. However, over the course of the decade this situation changed as house prices rose much faster than incomes. By 2010, the value of a median priced home was 6.5 times the median family income – an increase of 66 per cent in relative terms in just ten years. Whilst there are a number of reasons for such a dramatic shift, the rapid increase in relative house prices and rents has meant that many low and moderate income households now find it difficult to buy or rent a house that meets their needs while also meeting their other costs of living.

Figure 3 illustrates this point by showing the annual rental or mortgage repayment costs of a median priced home in Perth and comparing it to the 30 per cent 'housing stress' benchmark for a number of key worker occupations. None of the key workers are able to rent or buy a median priced house in Perth without exceeding the 30 per cent benchmark. A household earning the median income for Perth can afford to rent, but cannot meet the mortgage repayments to purchase either a house or unit without encountering housing stress. While 30 per cent is not an absolute indicator of housing stress, the graph does show that affordability pressures exist for many average households.



Sources: REIWA, ABS, Reserve Bank of Australia

Figure 3: Annual housing costs: Perth metropolitan area – March 2013

The housing continuum

The housing continuum is a concept used by the *State Affordable Housing Strategy* to describe the affordable housing system in Western Australia. It presents the range of housing options available to different households on a continuum with crisis accommodation (for people at risk of homelessness) at one end and unsubsidised home ownership at the other end.

Ideally, most households move towards the right hand side of the continuum and eventually settle in non-subsidised housing in the private rental or ownership markets. However, not all will be able to do so. Some households will always require subsidised housing, while others may need it for a short period of time due to short term hardship caused by a change in their personal circumstances and/or housing needs. An effective housing system will encourage and enable households to move towards non-subsidised housing, while allowing them to access subsidised options when required.

The challenge in Western Australia is that the rising cost of housing has led to blockages at various points of the continuum, which create imbalances between supply and demand for different types of housing. For example, many aspiring home owners who cannot afford to buy are forced to remain in rental housing, which increases the overall demand for rental stock. The resultant increase in rental costs and competition for available homes affects renters on lower incomes, who are then more likely to seek assistance from social housing, leading to growth in the waiting list.



Figure 4: Affordable housing continuum

Housing diversity and housing affordability

To date, the planning system in Western Australia has largely focused on promoting housing diversity as a proxy for affordability. In particular, it has sought to encourage the development of smaller dwellings, which are generally cheaper to buy or rent than larger dwellings in the same market. It has done this within the context of an affordable living approach, which considers all costs of living (including transport, energy and water use) for a household, rather than just the cost of housing.

This approach reflects planning's role in the broader development process, which focuses on regulation of the physical aspects of urban development such as lot orientation, built form and the proximity of housing to amenities and transport routes. These factors can be readily controlled through the strategic and statutory approval processes – allowing planning authorities to make a decision at a single point in time (development assessment) and limiting any need to monitor the ongoing use of the dwelling after construction, until such time as it is physically changed through redevelopment or demolition.

Unlike diversity, affordability is not a physical attribute of a dwelling and has characteristics that require a different approach from a planning perspective. For example:

- it requires an assessment of both the likely cost of the dwelling and the prospective household's income at the time of development assessment;
- both housing costs and incomes fluctuate, meaning that the affordability of a dwelling relative to a household's income is likely to change after planning approval is given; and

- a delivery framework alongside (but separate to) the planning system is required to govern the sale, lease and monitoring of affordable dwellings that are created as a result of planning provisions. Such a framework would need to include approved housing programs or types (e.g. shared equity, social housing), housing providers (e.g. Department of Housing, not-for-profit organisations) and controls that would guarantee that the dwellings remain affordable in the long term (e.g. caveats on title, restrictive covenants), rather than providing a windfall gain to the first tenant or purchaser.

These issues highlight just some of the challenges that will need to be resolved if the planning system is to be used effectively to facilitate the delivery of affordable housing.





4. Policy context

In Western Australia, the State Government has identified housing affordability as a key strategic issue in a range of policy documents, of which the *State Affordable Housing Strategy 2010-2020* is the most prominent. Others include the WAPC's draft *State Planning Strategy* and *Directions 2031*.

These documents all recognise planning as one, though by no means the only, lever that can be used to improve general housing affordability, particularly through the efficient supply of housing that meets the needs of communities. However, they suggest different potential approaches to addressing the issue.

At one end of the spectrum, documents such as *Directions 2031* promote housing diversity as a proxy for affordability, and rely on housing providers (such as the Department of Housing and not-for-profit organisations) to deliver dedicated affordable dwellings within the broader housing market.

At the other end the *State Affordable Housing Strategy* takes a more active stance and explicitly refers to the use of the planning system (including voluntary incentives and requirements) to facilitate the development of affordable housing, although it rules out inclusionary zoning² (except on Government-owned land). The draft *State Planning Strategy* also foreshadows the introduction of incentives and requirements for affordable housing in the planning system.

From a statutory perspective, the *Planning and Development Act 2005* does not include any reference to housing at all, whilst key State planning policies do include explicit references to the provision of land for diverse and affordable housing.

The different content and approach of some key strategic and statutory documents is outlined in more detail below.

State Affordable Housing Strategy

The *State Affordable Housing Strategy 2010-2020* focuses on opening doors to affordable, accessible and appropriate housing for those on low to moderate incomes. It includes an overall aim to provide 20,000 affordable housing opportunities between 2010 and 2020. It does this by identifying actions that will address the decline in affordable entry points, boost the supply and diversity of housing options, and strengthen the social housing system.

Stage two of the Strategy is focused on improving housing supply including actions to reform the planning system, so that it can more efficiently facilitate the development of land and housing, including diverse and affordable housing. The following actions specifically relate to the use of the planning system to facilitate the development of affordable housing:

- Housing strategies will be developed by local government authorities and regional bodies to identify current and future housing needs. This will require local planning schemes to include provisions that facilitate the development of affordable housing to meet the current and future needs of communities. Local governments will be encouraged to incorporate requirements and voluntary incentives for developers to include wider affordable housing components in developments above a specified size, offset by appropriate concessions and/or plot ratio bonuses. Formal inclusionary zoning will not be supported.

² Inclusionary zoning measures require a percentage of dwellings in any new development to be provided for affordable housing.

- *The Departments of Planning and Housing will collectively develop model planning policies for the provision of affordable housing in major developments. These will include model provisions for incorporating innovative affordable housing solutions supported by project-specific or holistic development incentives and offsets, considered as part of the intended review of the Residential Design Codes. The proposed policies will be used by local government authorities and State agencies in areas of high need, transit-oriented locations or other strategic applications. The Affordable and Diverse Housing Policy maintained by East Perth Redevelopment Authority (EPRA)³ provides an example of how such policies may look.*

In addition to the planning reforms outlined above, the Strategy also requires residential developments on government owned or government sold land to clearly define their affordable housing objectives and dedicate at least 15 per cent of project yield to affordable land and housing supply for those on low-to-moderate incomes.

Draft State Planning Strategy

The draft *State Planning Strategy* was released on 19 December 2012. One of its strategic directions is focused on social infrastructure, of which affordable living is a key element. The Strategy notes that affordable living encompasses a range of factors, one of which is the cost of housing:

Affordable living is an important contributor to social wellbeing and economic growth. It includes not only the cost of housing but also the basic household running costs of utilities such as water and energy as well as the transport costs associated with travelling to work, education, shopping and community facilities. Affordable living also includes the financial cost of living such as the price of food, transport, shelter and the level of rental and mortgage stress.⁴

One element of the Strategy's approach to addressing affordable living is focused on housing diversity. It includes an objective for Western Australia to have communities that provide diverse housing opportunities for different income levels, lifestyle choices and household types by 2050. The aspirations for achieving this objective are:

- all development provides a variety of housing styles, types and sizes to accommodate changes in demographics and market demand;
- incentives and requirements for affordable housing are enabled through the planning system; and
- innovative housing tenures such as housing cooperatives and community titling are introduced into the market.⁵

While the focus of the Strategy remains very much on achieving affordability through diversity of housing, these aspirations suggest using the planning system to both promote and require the development of affordable housing. This approach is broadly consistent with the *State Affordable Housing Strategy*, but does not reflect the focus of other strategic planning documents.

³ Now a part of the Metropolitan Redevelopment Authority

⁴ WAPC, *State Planning Strategy: Draft for Public Comment*, p69 - <http://planning.wa.gov.au/publications/6561.asp>

⁵ *Ibid*, p70

Directions 2031

Directions 2031 and beyond: metropolitan planning beyond the horizon is a high level spatial framework and strategic plan that establishes a vision for future growth of the metropolitan Perth and Peel region. It provides a framework to guide the detailed planning and delivery of housing, infrastructure and services necessary to accommodate a growing population. One of the five strategic themes for *Directions 2031* is liveability, which includes (among other outcomes) housing diversity and affordability.⁶

A key strategy in *Directions 2031* is to promote and increase housing diversity, adaptability, affordability and choice. The strategy suggests that planning controls should be used to facilitate a variety of housing types and sizes, provide housing choice in different locations and cater for a range of household incomes.⁷

Directions 2031 also commits the Department of Planning to work with local governments, the Department of Housing, non-profit housing organisations and developers to provide more affordable housing in redevelopment areas, as part of a strategy to increase the diversity and affordability of housing in activity centres.⁸

Through this, *Directions 2031* focuses on using the planning system to encourage housing diversity, in particular the development of smaller, well located dwellings. It suggests that the responsibility for delivering dedicated affordable housing should rest with affordable housing providers (through the purchase and management of market housing), rather than the planning system itself. This focus is different to the *State Affordable Housing Strategy* and the draft *State Planning Strategy*, both of which suggest a more active role for planning in the delivery of affordable housing.

Draft Central Metropolitan Perth Sub-regional Strategy

The draft *Central Metropolitan Perth Sub-regional Strategy* supports the implementation of *Directions 2031* within the inner and middle sectors of the Perth metropolitan area. Like *Directions 2031*, it notes that planning's role is to "encourage a range of housing so that people have greater choice of both housing form and cost."⁹

It promotes the development of smaller, well located dwellings as a means to providing affordable housing types, rather than affordable housing per se:

*Delivering more affordable housing types requires planning systems that enable a timely and adequate supply of land, provide efficient approval processes, facilitate a mix of housing types including lower-cost dwellings, and have an appropriate level of development control to minimise housing construction costs.*¹⁰

Actions in the strategy also focus specifically on the use of the planning system to facilitate diverse and affordable forms of housing:¹¹

6 WAPC, *Directions 2031 and beyond: metropolitan planning beyond the horizon*, p22 - www.planning.wa.gov.au/publications/826.asp

7 Ibid, p46

8 Ibid, p46

9 WAPC, draft *Central Metropolitan Perth and Peel Sub-regional Strategy*, p68 - www.planning.wa.gov.au/publications/762.asp

10 Ibid, p46

11 Ibid, p18

Strategy 2 – Promote and increase housing diversity, adaptability, affordability and choice

Introduce incentives such as:

- diversity bonuses to increase provision of affordable housing; or
- density bonuses to promote higher density developments that include diverse and affordable forms of housing, and which meet performance criteria.

Similar to Directions 2031, these actions focus on the use of planning provisions that encourage housing diversity to create dwellings that cost less to build and purchase, rather than providing for dedicated affordable housing.

The Planning and Development Act (2005)

Despite the fact that a number of strategic documents have a strong focus on housing diversity and, to a lesser extent, affordability, there is no reference to either of these terms in the *Planning and Development Act (2005)*.

The purposes of the Act (s3) refer only to “*provid[ing] for an efficient and effective land use planning system in the State*” and “*promot[ing] the sustainable use and development of land in the State.*” There is no explicit reference to housing in Schedule 7 of the Act in (Matters which may be dealt with by planning scheme).

Analysis conducted on behalf of the WAPC and other local authorities suggests that the Act does not currently provide a sufficiently clear head of power for a local planning scheme to require consideration or delivery of affordable housing as a condition of development approval.¹²

Statement of Planning Policy No 1: State Planning Framework Policy

Statement of Planning Policy No 1 does not explicitly identify the provision of affordable housing as an objective of the planning system in Western Australia. However, it does include a reference to housing choice and the provision of land for affordable housing in the general principles for land use planning and development.

Planning should recognise the need for and, as far as practicable, contribute towards more sustainable communities by:

- i) accommodating future population growth and providing housing choice and diversity to suit the needs of different households, including specialist housing needs, and the services they require;
- ii) providing land for a range of accessible community resources, including affordable housing, places of employment, open space, education, health, cultural and community services.

Statement of Planning Policy No 3: Urban Growth and Settlement

The introduction and background to the Statement of Planning Policy No 3 includes a reference to affordable housing, noting that:

Affordability of housing is a key issue. There is a need to maintain a supply of affordable land for housing and affordable housing products for all in the community including those with special needs. The majority of new affordable housing land is in the outlying suburbs, reinforcing the need for medium and higher density housing in inner and middle suburbs for low to middle income households as well as in the growth corridors.

¹² Judith Stubbs & Associates, 2009, *City of Perth Affordable Housing Mapping & Incentives Project, Background Report*, p45.

5. The current situation

Diversity measures

To date, the focus of planning in Western Australia has been on the promotion of housing diversity to support affordability, particularly through smaller dwellings, which usually cost less than larger dwellings. This approach is particularly relevant in Western Australia, where more than 80 per cent of homes are single dwellings, and many new homes are built with floor areas of more than 200m² – in some cases because of restrictive covenants that impose minimum floor sizes in new estates.

A range of diversity measures have been introduced into the planning system in recent years to help facilitate the outcome of lower-cost housing.

Multi-Unit Housing Code

The Code was introduced as part of the Residential Design Codes (R-Codes) in late 2010. It seeks to remove barriers or disincentives that discouraged the development of multiple dwellings in favour of grouped dwellings, particularly on land zoned for medium density development (R30-R60). The Code seeks to encourage housing diversity, affordability and flexibility through:

- expanding the permissible range of housing within individual residential codings to better meet the housing needs of the community;
- reducing the disincentive for smaller dwellings in favour of increased diversity of housing within a framework of form-based design guidance; and
- improving the standard of design for multi-unit housing and encouraging the development of housing with performance standards appropriate to form.



Ancillary dwellings

Changes to the R-Codes that took effect on 2 August 2013 removed barriers to the development of ancillary dwellings (previously called ancillary accommodation, and commonly referred to as granny flats) in established residential areas. Previously, the R-Codes required the occupant of any ancillary dwelling to be a family member of the occupiers of the main dwelling, whilst the maximum size of ancillary dwellings was restricted to 60 square metres. The changes removed the restriction on family occupancy and increased the maximum floor area to 70 square metres. A number of other requirements also apply.

These changes will encourage the development of more ancillary dwellings by providing greater opportunity for their provision and increase the level of amenity (through floor area) that they can offer to occupants.

Incentives for small dwellings

The R-Codes also contain incentives for the development of single bedroom dwellings or aged and dependent persons dwellings. The minimum site area for these dwelling types is one third lower than would otherwise be applied.¹³ In effect, this provision allows up to 50 per cent more dwellings to be provided on a site if they are single bedroom or aged and dependent persons' dwellings.

Changes to the R-Codes that took effect in August 2013 also include an increase of the maximum floor area of single bedroom dwellings from 60 square metres to 70 square metres. This will increase the potential amenity and design flexibility for single bedroom dwellings which, when combined with the site area concession, is likely to encourage the development of smaller dwellings.

The introduction of these diversity measures will help to improve the range of housing options available throughout Western Australia, which has a lower proportion of small (two bedrooms or less) dwellings than Australia as a whole.¹⁴ As smaller homes are generally cheaper than larger homes, this is also likely to improve overall affordability, particularly for smaller households such as single people or couples.

Diversity measures also facilitate the development of more housing near employment centres, local shops and public transport routes. By reducing transport costs, it can help to improve affordable living outcomes for a larger number of households.

However, an increase in the number of small dwellings will not necessarily help address the issue of housing affordability for larger households (such as families), who may need access to larger homes.

Affordable housing measures

In addition to the diversity measures outlined above, a number of regional or local planning documents already include affordable housing measures or targets. Some local governments are also considering options to introduce affordable housing measures in their schemes.

In the absence of a policy position from the State Government, these affordability measures have been largely developed independently from one another, without any clear direction or guidance. As a result, there is considerable variation between the measures that have been, or are proposed to be, implemented. Definitions of affordable housing vary, as do the provisions used to facilitate its development and delivery in different schemes and situations.

¹³ WAPC, *State Planning Policy 3.1: Residential Design Codes*, Section 5.1.1 - [www.planning.wa.gov.au/dop_pub_pdf/State_Planning_Policy_3.1 - Residential_Design_Codes.pdf](http://www.planning.wa.gov.au/dop_pub_pdf/State_Planning_Policy_3.1_-_Residential_Design_Codes.pdf).

¹⁴ ABS Census data for 2011 (Quickstats) shows that 17% of dwellings in WA contain two bedrooms or less, compared to 24.3% for Australia as a whole.

Cockburn Coast District Structure Plan

The *Cockburn Coast District Structure Plan* was approved by the WAPC and released in September 2009. It includes a 20 per cent target for affordable housing, and foreshadows the use of planning provisions to achieve it:

*“Intervention through a strong policy, and potentially statutory, response is required to ensure a proportion of affordable housing is provided. A minimum target of 20% affordable housing will be required in Cockburn coast. It is intended that this target will include dwellings for private purchase or rent, and social housing provision (those managed by Government or community housing providers)...”*¹⁵

*“...the specific mechanisms to achieve the target, beyond the district structure plan, will need to be established by the ultimate delivery agency or agencies.”*¹⁶

Potential delivery options outlined in the District Structure Plan to achieve the 20 per cent target include the use of inclusionary zoning, conditions of sale on government-owned, shared ownership and the sale of specific sites to social housing providers.

The Structure Plan defines affordable housing as “that which is accessible to low income households (the bottom 40 per cent of income distribution) without spending more than 30 per cent of the gross household income on housing costs.” This definition is inconsistent with the definition used in the *State Affordable Housing Strategy* (which it predates) and other local schemes or policies (see below).

After consultation with landowners and key stakeholders, LandCorp prepared local structure plans for the Robb Jetty and Embankment precincts at Cockburn Coast, drawing from the District Structure Plan. Both were released for public comment in late 2012 and included provisions specifically related to affordable housing. The provisions in the local structure plans are all based on voluntary development incentives, such as plot ratio bonuses. No mandatory requirements are included.

The two local structure plans will be assessed by the WAPC in due course.

Active scheme provisions or policies

Metropolitan Redevelopment Authority

The Metropolitan Redevelopment Authority (MRA), which operates under the *Metropolitan Redevelopment Authority Act 2011*, has substantial experience using planning to facilitate the development of affordable housing. The MRA’s *Affordable and Diverse Housing Policy* currently applies to all development in MRA’s Central Perth Redevelopment Area including the suburbs of East Perth, Northbridge and Perth. The Policy also applies with the MRA’s Subiaco Redevelopment Area however the affordable housing component is applicable to identified sites only. A review of the Policy is currently underway, which is considering whether it is appropriate to extend affordable housing provisions to other MRA precincts.

The current Policy includes the following provisions to promote housing diversity:

- For developments above 10 units, at least 20 per cent must be single bedroom.
- For developments of 20 dwellings or greater, at least 20 per cent must be three bedrooms or at least 10 per cent must be four bedrooms. These must be provided in addition to the 20 per cent single bedroom requirement.

¹⁵ WAPC, *Cockburn Coast District Structure Plan*, p38 - http://planning.wa.gov.au/dop_pub_pdf/cockburn_DSP_final_Sep09.pdf

¹⁶ Ibid, p39

The Policy mandates that developments with more than 10 units provide 12 per cent of dwellings to affordable housing programs. The majority of these units are delivered through a shared equity purchase program that is run in partnership with the Department of Housing and targeted at moderate income workers. A cash-in-lieu option is included in the Policy, although it is not yet being actively used.

The definition of affordable housing in the Policy is very specific and only includes dwellings that are purchased under the shared equity scheme, or social housing dwellings. This differs from the definition in the *State Affordable Housing Strategy* (which the Policy predates).

Outside of its planning policy, the MRA has used conditions of sale on MRA-owned land to achieve affordable housing outcomes. It has also sold a number of sites to the Department of Housing for use as social or affordable housing. To date, more than 250 affordable housing dwellings have been delivered in MRA locations.

City of Fremantle

The City of Fremantle's Local Planning Scheme 4 (Fremantle LPS4) has offered higher densities for developments of low income housing in selected areas for some time. It also contains diversity provisions that mandate a proportion of small dwellings in developments of ten or more dwellings in one of its Development Control Areas.

In 2011, the City relaxed restrictions on family occupation requirements for small secondary dwellings (which are similar to ancillary dwellings) to facilitate their development in appropriate locations. These measures predated the August 2013 changes to the R-Codes, which also relaxed occupation restrictions on ancillary dwellings. The changes to Fremantle LPS4 have a five year lifespan, after which time they will be superseded by the R-Codes.

The recently approved Amendment 49 to Fremantle LPS4 included voluntary incentives, which offer increased height limits¹⁷ on selected sites in the city centre, in exchange for (among other things) the provision of affordable housing.

Amendment 49 introduced a definition of affordable housing to Fremantle LPS4 that is consistent with the *State Affordable Housing Strategy*:

'Affordable housing' refers to dwellings which households on low-to-moderate incomes can afford, while meeting other essential living costs. It includes public housing, not-for-profit housing, other subsidised housing under the National Rental Affordability Scheme together with private rental and home ownership options for those immediately outside the subsidised social housing system.

Victoria Park

The Town of Victoria Park's Town Planning Scheme No. 1 includes planning provisions related to affordable housing in the development standards for the Causeway Precinct. These provisions allow the local government to negotiate development incentives with developers who provide affordable housing within their developments.

¹⁷ Additional height available varies for each site, but ranges from 5.7m to 14.4m.

Local government studies or proposals

In addition to the active provisions outlined above, a number of local governments have commissioned or undertaken studies that propose the adoption of planning measures to facilitate the development of affordable housing within their communities.

City of Perth

The City of Perth commissioned Judith Stubbs and Associates to conduct an *Affordable Housing: Mapping and Incentives Study* in 2009. The resulting study included 48 recommendations, many of which were focused on making changes to the City Planning Scheme that would provide incentives or remove barriers towards the provision of affordable housing.

The Council has endorsed the principles and philosophy of the recommendations and approved further investigation by the City into how incentives can be effectively incorporated into the City Planning Scheme.

In addition to its consideration of affordable housing measures, the City of Perth recently introduced plot ratio bonuses to encourage the development of residential housing in the inner city.

City of Mandurah

The City of Mandurah also recently commissioned a study by Judith Stubbs and Associates into affordable housing, which included a comprehensive needs analysis and recommendations for the introduction of affordable housing planning provisions into the local planning scheme. As of July 2013, the study and its recommendations had not been formally presented to the Council for consideration.

City of Swan

The *City of Swan Urban Housing Strategy* includes a number of initiatives to encourage the development of diverse and affordable housing.

Dual Residential Codes are proposed in some locations to encourage the amalgamation and redevelopment of existing single residential lots into grouped or multiple dwelling developments. In addition, where the higher R-code is used, all developments of more than four dwellings/lots must include at least one single bedroom, aged and dependent persons, or special needs dwelling. Special needs dwellings are defined as dwellings that are owned and/or managed by a government or not-for-profit housing provider for the purpose of affordable housing.

Implementation

The experience to date highlights a number of implementation challenges that need to be considered if affordable housing provisions are to be introduced into local or regional planning documents. These include:

- clearly defining affordable housing for purposes of development assessment;
- determining the length of time that homes should remain affordable before any controls on their use are removed;
- the difficulty of assessing compliance with affordable housing requirements when a subdivision or development application is submitted, as sale prices and the eligibility of purchasers cannot be confirmed until much later;

- determining responsibility for monitoring the ongoing affordability of homes and the eligibility of the people purchasing or renting them; and
- the current reliance on the Department of Housing and not-for-profit housing providers to manage the delivery of any affordable homes generated through planning provisions.

These challenges, as well as other broader considerations, reveal some important issues that need be considered if a more comprehensive response to affordable housing is to be introduced, such as:

- **Planning conditions need to be clear and easily understood** - this ensures that developers and planning authorities have a clear understanding of what is required to satisfy any conditions for the delivery of affordable housing. It also helps to minimise the administrative burden (red tape) on the development industry to comply with any requirements.
- **Planning's role should be restricted to development assessment** - any requirements for ongoing management and monitoring of the housing need to be established with other organisations that are willing and able to fulfil that task. These could include government or not-for-profit housing providers but are unlikely to include local governments, which are generally not willing to take responsibility for owning or managing affordable housing.
- **Housing delivery mechanisms must be in place before policies are implemented** - arrangements with housing providers to purchase, lease or manage affordable dwellings generated through the provisions must be in place before provisions are introduced. It is also critical that developers, the community and the relevant planning authority have a clear understanding of how any affordable housing will be delivered and managed before a development application is considered. This includes detail on the housing programs, dwelling types or price points that are acceptable.
- **Land subdivision and housing development present different challenges** - most new development in greenfield areas involves the subdivision of land into vacant lots, which people purchase before engaging a builder to construct their home. In these cases, planning's capacity to facilitate affordable housing ends when land subdivision is complete. It is very difficult to control the type (or cost) of a house that is built on the land, as this is a choice of the individual purchaser. The housing development process is different, as a planning assessment is required for the actual buildings that are going to be built (e.g. an apartment block). This means that there is more of an opportunity to influence the design and (by inference) final cost. In addition, land subdivision is assessed by the WAPC, while housing development is (usually) assessed by local government. These differences suggest that careful consideration needs to be given to each process, as well as the type of affordable housing provisions that could be used in each case.
- **The type of affordable housing that is appropriate will depend on the location and nature of the development** - developers and planning authorities will need to be aware of the types of housing programs that are likely to be successful in each development or location. Some programs may be more appropriate for incorporation into higher value or high density developments, while others may be better delivered in single residential or group housing sites. Consideration also needs to be given to whether individual affordable housing dwellings will be sprinkled throughout a development, or consolidated as group or multiple dwellings on a single site. This information should be identified as part of a comprehensive affordable housing needs assessment, which underpins any planning provisions.

Summary

The examples outlined in this section highlight the varied approaches being taken by different local governments and redevelopment authorities towards affordable housing and planning in Western Australia, as well as some of the implementation issues that are being experienced. Definitions of affordable housing are different, delivery models (where present) are different and the types of scheme or policy provisions being used are different. This situation emphasises the need for guidance from the State Government to introduce consistency, better achieve strategic outcomes, and reduce confusion and potential inefficiency among planning authorities, local governments and the development industry.

The current situation suggests that a response is required from State Government to:

- clarify its position on whether/how affordable housing should be dealt with through the planning system;
- respond to State Government directions through the State Affordable Housing Strategy and other strategic documents;
- ensure a consistent approach and outcomes across local governments throughout the State; and
- ensure that any measures introduced can be effectively implemented.



6. Approaches to affordable housing



Broad policy approach

The different approaches to the provision of affordable housing through planning can be broadly summarised as:

- encouraging the development of affordable housing through measures that promote the efficient supply of well-located diverse housing;
- promoting the development of affordable housing with specific incentives for affordable housing enabled through planning schemes and policies; or
- requiring the development of affordable housing with the use of mandatory provisions in appropriate locations.

These are not mutually exclusive, and can be most effective when used together. The first is largely consistent with the 'affordability through diversity' approach outlined in *Directions 2031*, while the *State Affordable Housing Strategy* and draft *State Planning Strategy* suggest an approach that incorporates all three.

The broad approach(es) adopted by the State Government will inform the types of provisions and mechanisms that are ultimately used in local planning schemes and policies.

Implementation mechanisms

Depending on the preferred policy approach, there are a wide range of implementation mechanisms that can be used to facilitate affordable housing in planning schemes, policies or structure plans. Various mechanisms focus on addressing different issues, are more effective in some locations and markets than others, and represent different levels of intervention in the local housing market. Broadly speaking these mechanisms fit into the following five categories:¹⁸

Barrier reduction strategies

Barrier reductions strategies seek to remove or reduce controls that may inhibit the development of affordable housing. These controls may include restrictions on the development of smaller dwelling types, minimum dwelling sizes, or restrictive covenants that require expensive finishes or materials on dwellings.

Protective mechanisms

Protective mechanisms or policies are generally used to retain low cost accommodation in an area, or to mitigate its loss during periods of redevelopment. They can include measures to prevent or mitigate the demolition, change of use or redevelopment of low cost housing.

¹⁸ Gurran, N., 2008, *Affordable Housing National Leading Practice Guide and Tool Kit*, pp 111-120

Planning incentives

Planning incentives are voluntary provisions that aim to make development projects more profitable in exchange for the provision of affordable housing. Potential incentives include reducing the time or cost of development assessment, or the provision of bonuses that increase the overall yield of a development.

Voluntary negotiated agreements

Voluntary negotiated agreements are usually applied at the large scale, such as a major redevelopment projects or in a master planned community. They are negotiated between a developer and the local (or redevelopment) authority before development commences and can result in the alteration of standard planning conditions in exchange for the provision of affordable housing across the whole development. They usually occur at the point where a large area of land is rezoned to either allow urban development (e.g. from rural), or increase the development potential of the overall site (e.g. through higher R-Coding). In Western Australia, this could potentially occur during the development of a local structure plan.

Because the agreements are voluntary, there is more scope for the developer and local authority to agree on a mechanism that suits both parties. These agreements also have the advantage of being negotiated for one particular site, which means that mechanisms can be tailored to suit the individual circumstances of the development, rather than applying a more general rule that may not fit specific proposals.

Mandatory provisions

Mandatory provisions require developers to provide affordable housing as part of a development. They tend to relate to a fixed percentage or number of dwellings, depending on the type or size of the development. The most commonly understood mandatory provision in the Australian context is inclusionary zoning, which requires a percentage of dwellings in any new development to be provided for affordable housing. Other mandatory provisions include the collection of cash contributions, rather than the provision of land or dwellings.

As outlined earlier, the provisions that are ultimately used in Western Australia will depend on a range of factors, including the Government's broad policy position, the specific affordability issues that are being addressed, and the nature of the local housing market in which they are introduced.

Experience from other states and overseas suggests that the most effective way to deliver new affordable housing is through a combination of mandatory provisions and incentives. This approach ensures that affordable housing is actually provided, but offsets any additional cost to the developer with incentives.

Challenges with each mechanism

Each implementation mechanism comes with its own challenges to ensure that the right type of affordable housing is delivered in the right environment and in a way that does not compromise the feasibility of a development or broader planning objectives. These must all be carefully considered by the planning authority before a particular measure is introduced.

Restrictive covenants are often used to preserve a certain standard of development in new or existing communities. Any strategies targeted at removing restrictive covenants need to distinguish between those that are reasonable and those that unnecessarily inhibit affordability.

Protective mechanisms must be used very carefully to ensure that the conditions do not impose too great a barrier to any development, as this will have a negative effect on overall housing supply and/or may deter property owners from renovating existing housing stock.

Planning incentives need to offer a financial benefit to the developer for providing the affordable housing. Relaxed planning controls that increase the number or size of dwellings that can be provided on a particular site (e.g. height, plot ratio, density) can improve profitability in some cases, although their effectiveness depends on the nature of the local market. They must also be carefully applied to ensure that any changes to planning controls on one site do not have a negative impact on the amenity of the location for other residents.

In some cases, the most effective incentives may lie outside the planning system and relate to other factors that affect developments. For example, tax and the provision of infrastructure both represent significant costs to developers. Further consideration is required to determine whether it is possible or appropriate to use these or other non-planning incentives to encourage developers to provide affordable housing.

A further consideration for incentives is finding a way to prevent any financial benefit they offer from being capitalized into the underlying land value – which essentially provides a windfall gain to the landowner and removes any incentive for the developer.

Mandatory provisions are best introduced at the point in time when land is rezoned and significant value uplift is occurring. This ensures that any cost associated with providing affordable housing is offset by the larger value gain achieved through rezoning of the land. If mandatory provisions are introduced after this time, any additional development cost associated with providing affordable housing must either be absorbed by the developer (which may make any development unprofitable) or passed on to other end buyers.

With any new provisions, care needs to be taken to ensure that their implementation does not add unnecessary complexity or delays to the approvals process, as this may have the counterproductive effect of hindering overall housing supply.

Aside from these considerations, one of the most important issues for implementation is protecting the affordability of the dwelling in the long term, thereby ensuring that any subsidy or benefit remains with the dwelling (and subsequent occupants), rather than providing a windfall gain to the first tenant or purchaser.

This requires close management and/or ongoing monitoring of any affordable dwellings that are produced to ensure that tenants or purchasers meet income criteria, and that price points or rental arrangements remain consistent with the planning conditions under which they were created. As a rule, local governments do not want to be responsible for the monitoring or management of housing. It is therefore important to have an affordable housing system in place to operate alongside the planning system, which includes a range of housing programs and a network of affordable housing providers that are capable of taking control of dwellings that are produced.

Evidence base

Any provisions proposed for local planning schemes or policies need to be supported by evidence that identifies the need, nexus and rationale behind them. This information should be outlined in the local planning strategy, which provides the evidence base to support the revision of local planning schemes.

The Local Planning Manual currently outlines the information that should be included in a local planning strategy. It includes identifying the housing need for a community, as well as the current and future housing requirements by type, diversity, density and (if relevant) condition and character.

If local planning schemes were to incorporate provisions for affordable housing, evidence will need to be presented that clearly identifies affordable housing need in each community, and presents a clear rationale for the introduction of provisions to facilitate its development. It is likely that the Department of Planning, with the Department of Housing, will need to assist with developing a framework that will allow local governments to accurately and consistently identify affordable housing needs in their community.





7. Interstate examples

The experience of other states may provide some guidance on how the Western Australian planning system can be adapted to (directly or indirectly) facilitate the development of affordable housing.

In some states, affordable housing is enshrined as an objective in planning legislation and State policies, enabling a wide range of voluntary and mandatory provisions to be included in local planning schemes. In others, housing diversity and affordability are broader policy objectives that are not explicitly supported by legislation, policy or local planning schemes. In South Australia, State government policy requires 15 per cent of all new significant development to be dedicated for affordable housing and this objective is supported through planning legislation and policy.¹⁹ The *Development Act 1993* explicitly supports the incorporation of affordable housing in local planning schemes and allows for the use of mandatory requirements to achieve affordable housing targets.

South Australian planning legislation is complemented by legislation supporting the South Australian Housing Trust (the equivalent of the Housing Authority in Western Australia), which enables the Housing Trust to secure the affordable housing facilitated through local planning schemes with statutory covenants.

The New South Wales *Environmental Planning and Assessment Act 1979* currently includes a specific commitment to promote and retain affordable housing and enables local governments to use their planning schemes for those purposes. Legislation is supported by a suite of State environmental planning policies that explicitly or implicitly support the development and protection of affordable housing in local planning schemes. Mandatory requirements and developer contributions are enabled by State environmental planning policies in some locations.

In April 2013, the New South Wales Government released the *White Paper – a new planning system for NSW*. The *White Paper* proposes to remove the ability for local schemes to use the developer contributions system (administered through local schemes) to deliver affordable housing. It does, however, retain affordable housing as an object of the Act and as a purpose for which planning control provisions can be made in local planning schemes.

The *White Paper* suggests that affordable housing will be incorporated into the strategic planning system. Government objectives for housing will be outlined in a New South Wales Planning Policy, and must be given effect in regional growth plans, sub-regional delivery plans and local schemes, all of which will include housing needs assessments and numerical housing targets. The *White Paper* does not state specifically which planning mechanisms will be used to facilitate the delivery of affordable housing in each local government area.

Victoria and Queensland consider housing diversity as a key objective, which is enshrined in legislation and/or State planning policy. While these states have a strong strategic focus on affordability, their approaches through planning tend to focus on achieving it through the efficient supply of land and housing (to ease pressure on prices) and the development of smaller and/or lower cost housing types that are more affordable to lower income households. In these cases, delivery of affordable housing is largely left to dedicated housing providers (government or not-for-profit) that operate within the wider market.

A more detailed commentary on interstate examples is provided in Appendix 1.

¹⁹ "Significant" developments include areas subject to new structure plans, new transit-oriented developments, major rezonings that increase dwelling potential and Government surplus land.

Through the *State Affordable Housing Strategy*, the Western Australian State Government has made a commitment that sits somewhere between the approach of South Australia at one end, and Victoria and Queensland at the other. It calls for the use of local planning schemes to facilitate the development of affordable housing and the development of model planning policies for the provision of affordable housing in major developments. The exact detail of these provisions and policies is not specified in the Strategy, leaving the Government to determine how best to implement the commitment in a way that complements the existing planning framework and meets the broader objectives of government and the community.



8. Potential options for Western Australia



There are many potential options for the introduction of affordable housing provisions into the Western Australian planning system, ranging from the 'diversity as a proxy for affordability' approach at one end of the spectrum through to the introduction of mandatory requirements at the other. Each approach is likely to require a different combination of legislative, statutory, policy and other supportive mechanisms.

Four potential options are outlined below. They cover the spectrum of approaches and are intended to promote consideration and discussion by stakeholders. The key elements of each approach are outlined, together with statutory and policy changes that are likely to be required for implementation in each case. In addition, some of the pros and cons of each approach are provided to promote further consideration of each one's merits and challenges.

Stakeholders are invited to comment on the merits or challenges of one or all of the options, identify a preferred option, or suggest other alternatives.

Table 1 provides a summary of the four options, with further detail outlined below. The table reflects changes that would apply to areas controlled by the *Planning and Development Act 2005* and excludes redevelopment areas under the control of the Metropolitan Redevelopment Authority.

Option 1: diversity is used as a proxy for affordability

	Approach			Supporting legislative, statutory or policy mechanisms		
	No specific provisions for affordability	Voluntary incentive provisions	Mandatory provisions on private land	Legislation	SPP	Guidelines with toolbox
Option 1	•					
Option 2		•		•		•
Option 3		•	Only in selected areas	•	•	•
Option 4		•	•	•	•	•

Table 1: Summary of implementation options

Key element(s)	<p>Retain the current focus on the promotion of housing diversity as a proxy for affordability.</p> <p>No provisions related to affordable housing will be permitted in planning schemes or other planning documents, except in redevelopment areas covered by specific legislation.</p> <p>Limits placed on restrictive covenants that unnecessarily affect affordability or diversity.</p> <p>Mandatory affordable housing requirements will only apply to State Government-owned land as part of government policy (not planning requirements), and redevelopment areas covered by specific legislation.</p>
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This option would see a continuation of the promotion of housing diversity as a proxy for affordability through local planning schemes, using existing planning policies, structure plans and development controls. Planning’s focus would remain on the physical characteristics of dwellings (including location, size, orientation etc.) and the promotion of well-located smaller dwellings through provisions in the R-Codes, in a manner consistent with *Directions 2031*. The overall cost of living, rather than the cost of housing, would be the key issue considered through planning.

This option would also see Government exploring opportunities to limit or prevent the use of restrictive covenants that unnecessarily inhibit affordability or diversity. Minimum floor areas, compulsory second storeys, façade treatments, or letterbox standards are some commonly used covenants that may fall into this category.

State Government-owned land would be subject to mandatory affordability requirements, reflecting Government (rather than planning) policy outlined in the *State Affordable Housing Strategy*. Land covered by the MRA (under its own legislation) could also be subject to mandatory requirements, in line with current practice.

Pros	<p>Consistent with the current approach in planning policy and Directions 2031.</p> <p>Consistent with the approach in some MRA areas.</p> <p>Supports increased supply of smaller dwellings, which supports greater affordability and choice for smaller households.</p> <p>Limits the use of restrictive covenants that unnecessarily hinder affordability and diversity.</p>
Cons	<p>Does not respond to State Government commitments in the State Affordable Housing Strategy or the direction outlined in the Draft State Planning Strategy.</p> <p>Does not facilitate the development of affordable housing outside of Government developments or areas governed by the MRA.</p> <p>Delivers a range of products in a given location, but does not ensure that they will be affordable to people on lower and moderate incomes.</p>

Option 2: Allow voluntary incentives

Key element(s)	<p>Voluntary incentives permitted.</p> <p>Mandatory affordable housing requirements will only apply to Government-owned land as part of government policy (not planning requirements), and redevelopment areas covered by specific legislation.</p> <p>Amend legislation so that it provides a clear head of power for schemes to address affordable housing.</p> <p>Introduce guidelines on the use of affordable housing provisions into the Local Planning Manual, including a toolbox of acceptable provisions in different circumstances.</p>
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Option 2 would allow the use of voluntary incentives (e.g. density bonuses) in local planning schemes and plans, to encourage the provision of affordable housing. As with Option 1, mandatory requirements for affordable housing would only apply to Government-owned land, except in areas controlled by the MRA.

The *Planning and Development Act (2005)* would be amended to remove any doubt about the ability of local planning schemes to address affordable housing and enable local governments to use their local planning scheme to encourage specific types of affordable housing development, without explicitly requiring them to do so. Any incentives would need to be supported by specific affordable housing needs analysis in a Local Planning Strategy, and the WAPC would still approve or reject specific provisions proposed as part of its review of local planning scheme changes.

Any legislative change could be supported by guidelines to assist local governments seeking to introduce affordable housing incentives and other provisions into their local planning schemes. These would include a toolbox of approved measures that could be used in different circumstances and standard definitions, depending on the local market. The toolbox would be developed by the WAPC in consultation with the development industry, local governments and relevant state government agencies.

Allowable measures would include incentives that seek to encourage and promote, rather than require, affordable housing (except on government projects). The guidelines would likely be incorporated into existing guidance documents, such as the WAPC's Local Planning Manual.

Key features of Option 1 would remain, including the promotion of diversity and the potential introduction of limits on the use of unnecessary restrictive covenants that inhibit affordability.

Pros

The development of housing is explicitly recognised in legislation as an objective of the planning system.

Legislation clarifies the ability of planning schemes to regulate and guide housing development, including diversity and affordability.

Introduction of guidelines and toolbox into the Local Planning Manual would help to introduce consistency to the range of options available, while still providing flexibility to respond to local circumstances.

Limits the use of restrictive covenants that unnecessarily affect affordability and diversity.

Voluntary approach means that developers can 'opt in' but only if they choose to do so.

Cons

The approach only partially fulfils State Government commitments in the State Affordable Housing Strategy.

Planning incentives alone are unlikely to be enough to deliver affordable housing in many developments.

It may not be appropriate to have an explicit reference to housing in the Planning and Development Act without referring to other development types.



Option 3: Allow mandatory provisions in selected areas

Key Element(s)	<p>Voluntary incentives permitted.</p> <p>Mandatory provisions apply to all Government land, and can be used on private land in selected strategic areas (outside MRA precincts).</p> <p>Amend legislation so that it provides a clear head of power for schemes to address affordable housing Incorporate affordable housing into an existing State Planning Policy.</p> <p>Introduce guidelines on the use of affordable housing provisions in the Local Planning Manual, including a toolbox of acceptable provisions in different circumstances.</p>
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Option 3 would be similar to Option 2 by allowing the use of voluntary incentives. However, it would also allow the use of mandatory provisions on private land – but only in selected strategic areas where a particular need had been identified. Criteria would be developed for identifying the areas where mandatory provisions could be introduced, as well as the authority(ies) responsible for selecting them.

Similar to Option 2, legislative change and guidelines are proposed. However, it is also likely that references to affordable housing would be introduced into a State Planning Policy (SPP) to provide statutory support for the introduction of mandatory provisions on private land. It is likely that these would be added to an existing SPP (such as SPP 3.1), rather than used to create a new, separate SPP.

This would be similar in scope to the approach used by South Australia and would clearly outline the circumstances in which affordable housing was to be broadly encouraged, facilitated through incentives, or required through mandatory provisions. It may also include model provisions for use in planning schemes, structure plans and other documents.

Similar to South Australia, it is likely that planning legislation would need to be amended to explicitly provide local planning schemes with the ability to require affordable housing (rather than just containing general references as outlined in previous options).

Mandatory provisions may need to be complemented by incentives, or linked to up-zoning of land, to offset costs (or lost revenue) borne by developers. Incentives may also need to include measures outside the planning system, such as taxes and infrastructure.

An additional consideration for the introduction of mandatory provisions is the extent to which they increase the complexity of the approvals process and affect overall housing supply.

The approach outlined in this option largely reflects current practice, as mandatory provisions are already used in the MRA's inner-city precincts. The significant change is creating the opportunity for similar provisions to be applied in other areas of the State.

<p>Pros</p>	<p>Responds to State Government commitments in the <i>State Affordable Housing Strategy</i>.</p> <p>SPP introduces a clear policy position with statutory weight.</p> <p>Clearly outlines in which locations and circumstances affordable housing can (or will) be required, and which incentives, provisions or contributions are needed.</p> <p>Introduction of guidelines and toolbox into the Local Planning Manual would help to introduce consistency to the range of options available, while still providing flexibility to respond to local circumstances.</p> <p>Legislation clarifies the ability of planning schemes to regulate and guide housing development, including diversity and affordability.</p> <p>Most closely reflects current situation in Western Australia.</p>
<p>Cons</p>	<p>Potential to go beyond the mandate of the <i>State Affordable Housing Strategy</i>, depending on which mandatory measures are ultimately used.</p> <p>Would require legislative change, which is likely to take some time to introduce.</p> <p>Has the potential to affect overall land and housing supply if measures compromise development feasibility, or result in excessive regulatory burden.</p> <p>May result in cross-subsidisation of affordable housing by other consumers if not applied carefully.</p>



Option 4: Allow mandatory provisions in all areas

Key Element(s)	<p>Voluntary incentives permitted in all development.</p> <p>Mandatory provisions apply to all Government land, and can also be used on private land in certain circumstances.</p> <p>Amend legislation so that it provides a clear head of power for schemes to address affordable housing Incorporate affordable housing into an existing State Planning Policy.</p> <p>Introduce guidelines on the use of affordable housing provisions in the Local Planning Manual, including a toolbox of acceptable provisions in different circumstances.</p>
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Option 4 includes the same elements as Option 3, but allows mandatory provisions to be used across most private land, rather than being restricted to selected strategic locations. It is likely that mandatory provisions would only apply in certain circumstances, such as when a development exceeded a certain size, rather than across the board.

The ability to introduce mandatory provisions would not, however, preclude the need for Local Governments to justify their introduction through needs analysis as part of their local planning strategy and local planning scheme. The WAPC would still need to approve any schemes that included these provisions.

Pros	<p>Responds to State Government commitments in the <i>State Affordable Housing Strategy</i>.</p> <p>SPP introduces a clear policy position from the WAPC with statutory weight.</p> <p>Clearly outlines in which locations and/or circumstances affordable housing can (or will) be required, and which incentives, provisions or contributions are needed.</p> <p>Introduction of guidelines and toolbox into the Local Planning Manual would help to introduce consistency to the range of options available, while still providing flexibility to respond to local circumstances.</p> <p>Legislation clarifies the ability of planning schemes to regulate and guide housing development, including diversity and affordability.</p>
Cons	<p>Potential to go beyond the mandate of the <i>State Affordable Housing Strategy</i>, depending on which mandatory measures are ultimately used.</p> <p>Would require legislative change, which is likely to take some time to introduce.</p> <p>Has the potential to affect overall land and housing supply if measures compromise development feasibility, or result in excessive regulatory burden.</p> <p>May result in cross-subsidisation of affordable housing by other consumers if not applied carefully.</p>

9. Discussion points for feedback



The Western Australian Planning Commission is seeking feedback from stakeholders to determine the most appropriate, effective and equitable way for the planning system to support the delivery of affordable housing. The four options outlined above are intended as a guide to stimulate discussion on the most effective overall approach, the mechanisms that may be used, and the legislative, statutory and policy instruments that may be required. They are not comprehensive and stakeholders may suggest alternative approaches or methods that they consider will be more appropriate or effective. Where alternatives are proposed, the impact, benefits and challenges of each should also be identified.

In addition to providing feedback on the options above (or their alternatives), stakeholders are also asked to focus on other issues relating to the potential use of planning provisions to deliver affordable housing. Some of these are outlined below, and are also included in the survey forms.

- Which level of government (State or local) should decide when and where affordable housing provisions (of any kind) are applied? How should this be determined?
- Which legislative, statutory or policy instruments (legislation, State planning policies, local planning schemes, etc) should include affordable housing references and provisions?
- Which planning incentives are likely to be most effective in encouraging developers to deliver affordable housing (e.g. density bonuses, relaxation of height controls, prioritised planning approvals)?
- Are there any non-planning incentives that would be effective in encouraging developers to provide affordable housing (e.g. infrastructure costs, tax incentives)?
- In which locations or property market conditions are different incentives likely to be most effective (or ineffective)?
- How can incentives be applied in a way that does not result in them being capitalised into land value (and therefore eroded)?
- What types of mandatory provisions are likely to be the most effective? Provision of land, housing or cash, for example?
- If mandatory provisions are introduced, at what scale of development should they take effect (e.g. 10, 50, 100 lots/dwellings)?
- Applications for land subdivision (WAPC) and building development (usually local government) are determined separately in WA. How would affordability measures be applied at each stage and how are the implementation issues likely to differ?
- Should affordable housing requirements relate to property value (rental or sale price), household income, or both?

- What evidence is needed to satisfy a planning authority that affordable housing conditions have been met at the time of subdivision or development assessment? For example:
 - How can you prove that a dwelling will be sold below a certain price?
 - How can you prove that the purchasers or future occupants of affordable dwellings will meet relevant eligibility criteria (e.g. income)?
 - What (if any) agreements need to be in place with housing providers to take affordable dwellings on when they are complete?
 - What (if any) controls are appropriate to ensure that the dwellings are used for affordable housing in the longer term?
- Is Western Australia's affordable housing sector (government, not-for-profit and private) sufficiently resourced to purchase affordable dwellings that are created as a result of planning provisions? In which circumstances are affordable housing providers likely to be willing (or unwilling) to participate?



10. Next steps



The Western Australian Planning Commission has released this discussion paper to seek comments and feedback from key stakeholders on the options presented, together with other implementation considerations. The Commission will consider all submissions and feedback received, to help inform the development of a preferred approach towards affordable housing and the planning system.

A comment form is provided in Appendix 2, with questions to guide stakeholder feedback. An online comment form is also accessible via the Department of Planning website. A number of public information sessions will be conducted to discuss the four options in more detail during the consultation period.

Information relating to the public consultation period, information sessions and feedback options are available in the Public Comment section of the PlanningWA website at www.planning.wa.gov.au.

Once a preferred approach is confirmed, the WAPC will consult further with key stakeholders as it develops an implementation framework for the State Government's consideration and approval.



Appendix 1: Interstate examples



New South Wales

Legislation

The overall objectives of the *Environmental Planning and Assessment Act 1979* include a commitment to promote and retain affordable housing.²⁰ The Act also states that local planning schemes may include arrangements for “providing, maintaining and retaining, and regulating any matter relating to, affordable housing.”²¹

As well as considering any relevant planning legislation, schemes or policies when assessing a development application, a planning authority must also consider “the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality.”²² This impact assessment can include the likelihood of the development to affect the availability of low cost housing in the area.

The Act includes provisions that allow planning authorities to enter into planning agreements with developers to collect developer contributions for any public purpose, which includes the provision of affordable housing.²³ It also makes specific provision for development conditions requiring contributions or land for affordable housing within the constraints established by state environmental planning policy.²⁴

State policy

State environmental planning policies (SEPPs) are similar to State planning policies (SPPs) in Western Australia. They may specify directions about the content of local plans (e.g. requiring certain areas to include housing-related provisions in their local plans) or they can contain directions about the way in which particular types of development are to be assessed (e.g. matters to be considered).

A number of State environmental planning policies have a direct or indirect effect on affordable housing. These include:

SEPP 65: Design Quality of Residential Flat Development

This has an overall objective to improve the design quality of apartment buildings. As part of the assessment process, planning authorities are required to consider whether the design “responds to the social context and needs of the local community in terms of lifestyles, affordability and access to social facilities.”

SEPP 70: Affordable Housing (Revised Schemes)

This amends local and regional planning instruments in a small number of specified areas to allow levying of development contributions for affordable housing.

²⁰ S5(a)(viii)

²¹ S26(d)

²² S79C

²³ S93F(2)(b)

²⁴ Gurran, 2008, pp19-20

Affordable Rental Housing SEPP

This provides incentives for the development of infill housing, boarding houses and secondary dwellings (granny flats), as well as for group homes and social housing. It also includes measures to protect and retain low cost rental accommodation. Key measures include:

- Allowing development of low-rise villas, townhouses and flats up to 8.5 metres high in areas that are otherwise classified as low density, provided that a proportion of floor space is dedicated for affordable rental housing for at least 10 years. Developments must meet other tests to comply including the design being in keeping with the area and the location being close to public key transport routes.
- Relaxing restrictions on the development of ancillary accommodation;
- Providing incentives for the development of boarding houses;
- Self-assessment for Housing NSW developments up to 20 units (subject to a number of other criteria); and
- Requiring consent to demolish, change use or alter low cost rental accommodation or boarding houses, or to strata subdivide low cost rental accommodation. Mitigation or contributions can be required when consent is granted.

Local planning

Local governments must undertake local housing market analysis to help guide their local environment plans (equivalent of local planning schemes). This analysis must include demographic change, household formation, housing affordability, development economics and feasibility and market trends.

Local governments can also use provisions within their local environment plans to offer incentives for the provision of affordable housing, or to protect existing affordable housing stock in keeping with the *Environmental Planning and Assessment Act*.

White paper

In April 2013, the NSW Government released the *White Paper – a new planning system for NSW*. The *White Paper* proposes to remove the ability for local schemes to use the developer contributions system (administered through local schemes) to deliver affordable housing. It does, however, retain affordable housing as an object of the Act and as a purpose for which planning control provisions can be made in local planning schemes.

The *White Paper* suggests that affordable housing will be incorporated into the strategic planning system. Government objectives for housing will be outlined in a NSW Planning Policy, and must be given effect in regional growth plans, sub-regional delivery plans and local schemes, all of which will include housing needs assessments and numerical housing targets. The NSW Government is still determining the merits of including affordable housing targets as part of the overall housing targets.

The *White Paper* does not state specifically which planning mechanisms can or will be used to facilitate the delivery of affordable housing in each local government area.

The public consultation period for the White Paper closed in late June 2013. A feedback report on comments received is expected to be released in August 2013, followed by the presentation of new legislation to the NSW Parliament in September 2013.

South Australia

Legislation

The South Australian *Development Act (1993)* includes an overall objective to promote or support initiatives to improve housing choice and access to affordable housing within the community. It includes specific references to affordable housing in the Objects of the Act and as an issue to be addressed within Development Plans, Strategic Direction Reports and by Strategic Planning and Development Committees. It also includes provisions that allow mandatory inclusionary zoning for affordable housing.

The South Australian *Housing Trust Act (1995)* governs the operation of the South Australian Housing Trust (equivalent of the Housing Authority in Western Australia). It has accompanying provisions that allow for statutory covenants between the South Australian Housing Trust and another party to secure affordable housing, registered on the land title.²⁵

A Gazettal under the South Australian *Housing Trust Regulations (1995)* describes the criteria for affordable housing, including price points, which are applicable to Development Plan policies and development applications under the *Development Act (1993)*. The Minister for Housing is given power to certify that a development meets the affordable housing criteria under Schedule 8 of the *Development Regulations 1993*.²⁶

State policy

The South Australian government has an overriding policy objective to provide 15 per cent affordable housing within all new significant new developments and growth areas, including 5 per cent 'high need' housing. It uses a combination of legislation and policy to achieve this goal. Areas affected by this requirement include:

- State significant areas;
- Areas subject to structure plans and precinct planning, in particular new transit-oriented developments and transit corridors;
- Rezoning that substantially increases the dwelling potential;
- Residential developments with 'Major Development' status; and
- Residential developments on government surplus land.

The State Planning Strategy includes targets and policies for density, net housing growth and affordable housing for Greater Adelaide and regional areas. For example, Greater Adelaide has an overall dwelling growth target of 258,000 in its 30 Year Plan, of which 15 per cent (38,700) must be affordable housing.²⁷

Local planning

Local governments prepare development plans that control development within their communities and are prepared in accordance with the *Development Act (1993)*. Among other things, development plans need to demonstrate that the local government has sufficient land capacity and adequate planning controls in place to deliver on the net dwelling targets and affordability targets outlined in the State Planning Policy.

Development plans can include a range of mechanisms to facilitate, encourage or require affordable housing, consistent with the powers granted to them under the *Development Act (1993)*.

²⁵ Housing SA, *Affordable Housing: SA Planning Framework & Policy* - www.sa.gov.au/upload/franchise/Housing,%20property%20and%20land/Housing%20SA/Affordable_Housing_Planning_Framework_and_Policy.pdf.

²⁶ Ibid

²⁷ Government of South Australia, *The 30-Year Plan for Greater Adelaide*, p98 - www.dplg.sa.gov.au/plan4adelaide/html/plan.cfm

Queensland

Legislation

The *Sustainable Planning Act (2009)* requires decision making processes to consider, among other things, “housing choice and diversity, and economic diversity.” There are, however, no specific provisions in the Act that either allow or require local planning schemes to consider housing affordability specifically.

S719 of the Act allows public housing to be considered an “exempt development” in certain circumstances, which means that it is not subject to assessment under the local planning scheme, but is subject to state planning regulatory provisions. S720 also exempts public housing development from paying state infrastructure charges.

State policy

State Planning Policy 1/07: Housing and Residential Development applies when local planning schemes are amended or a new scheme is introduced. The Outcome sought by the policy is that local governments conduct a housing needs assessment to ensure that their planning scheme “removes barriers and provides opportunity for a range of housing options that respond to the housing needs of the community.”²⁸ The housing needs assessment includes house/lot size, built form, density, tenure, cost, adaptability and location. The Department of Housing provides advice to local governments to assist with the housing needs analysis and the incorporation of provisions into the planning scheme that will achieve the outcomes identified in the housing needs assessment.

Local planning

Local planning schemes must address the housing needs identified in their housing needs assessment. A range of potential measures are identified in SPP 1/07 that can be incorporated into a scheme to achieve the housing outcomes being sought. However, these are very much focused on built form, density and diversity. There are no provisions specifically identified that related to affordable housing.

The Brisbane City Council’s *City Plan 2000* restricts the demolition of low cost or special needs housing in some areas, offers additional density for developers that provide low-cost housing and includes development principles that explicitly recognise the importance of caravan parks in achieving affordability in some areas.²⁹

28 Queensland Government, State Planning Policy 1/07: Housing and Residential Development - www.communities.qld.gov.au/resources/housing/design-development/planning-policy-guideline.pdf.

29 Costello et. al. 2011, *Research Synthesis: Housing affordability and planning mechanisms*, AHURI, p25.

Victoria

Legislation

There is no specific reference to affordable housing in Victoria's *Planning and Environment Act (1987)* however the objectives of the Act³⁰ include ensuring "explicit consideration of social and economic effects when decisions are made about the use and development of land." It also allows planning authorities to consider social and economic factors when preparing a planning scheme or amendment, and when assessing a development application.

The Act does establish the Growth Areas Authority, which is responsible for the development of five major growth areas in outer Melbourne, which are projected to accommodate 450,000 people by 2030. One of the objectives of the Growth Areas Authority outlined in the Act is "to promote housing diversity and affordability in growth areas,"³¹ although its focus is on achieving this through overall supply, rather than specific affordable housing provisions.

State policy

The Victorian State Planning Policy Framework includes explicit references to both housing diversity and affordability. Section 16 of the framework relates to housing and states that:

- *Planning should provide for housing diversity, and ensure the efficient provision of supporting infrastructure.*
- *New housing should have access to services and be planned for long term sustainability, including walkability to activity centres, public transport, schools and open space.*
- *Planning for housing should include providing land for affordable housing.*³²

Section 16.01-5 of the Framework is dedicated to housing affordability, and has an objective "to deliver more affordable housing closer to jobs, transport and services". Strategies to achieve this include "encouraging a significant proportion of new development, including development at activity centres and strategic redevelopment sites to be affordable for households on low to moderate incomes" and "facilitating a mix of private, affordable and social housing in activity centres and strategic redevelopment sites." Other strategies relate to land supply, diversity and urban design.³³

Delivery of government affordable housing objectives is largely achieved through the public housing, not-for-profit housing providers.

³⁰ S4(2)(d)

³¹ S46AR(d)

³² www.gaa.vic.gov.au/about/our-role/affordable-housing/

³³ <http://planningschemes.dpcd.vic.gov.au/vpps/>



Appendix 2: Comment form

If you would like to complete this form as an online survey go to www.surveymonkey.com/s/FQ8BPWQ

Name: _____

Organisation: _____

Organisation type: _____

Location (where business occurs): _____

Contact email (not mandatory): _____

Contact address (not mandatory): _____

1. The role of planning in delivering affordable housing.

Do you think the planning system should play a role in helping to deliver affordable housing?

Yes No Unsure

Please provide comments if you would like to explain your answer further.

2. Planning mechanisms to deliver affordable housing.

Please indicate how effective you think each of the different Implementation Mechanisms outlined in Section 6 are likely to be. Please also provide comments on the effectiveness, benefits and drawbacks of each mechanism.

Mechanism	Very	Somewhat	Not at all	Unsure
Barrier reduction strategies (e.g. limits on restrictive covenants)				
Protective mechanisms (e.g. prevent or mitigate demolition or loss of affordable housing)				
Planning incentives (e.g. density or height bonuses)				
Voluntary negotiated agreements (e.g. as part of broader rezoning process)				
Mandatory provisions (e.g. provide land, housing or cash for affordable housing in each development)				

Return to affordablehousing@planning.wa.gov.au by 9 December 2013

Comments on the effectiveness, benefits and drawbacks of each mechanism:

a) Barrier reduction strategies (e.g. limits on restrictive covenants)

b) Protective mechanisms (e.g. prevent or mitigate demolition or loss of affordable housing)

c) Planning incentives (e.g. density or height bonuses)

d) Voluntary negotiated agreements (e.g. as part of broader rezoning process)

e) Mandatory provisions
(e.g. provide land, housing or cash for affordable housing in each development)

Return to affordablehousing@planning.wa.gov.au by 9 December 2013

3. Preferred implementation options for Western Australia.

Four potential Implementation Options have been outlined in Section 8 and are summarised in the table below.

	Approach			Supporting legislative, statutory or policy mechanisms		
	No specific provisions for affordability	Voluntary incentive provisions	Mandatory provisions on private land	Legislation	SPP	Guidelines with toolbox
Option 1	•					
Option 2		•		•		•
Option 3		•	Only in selected areas	•	•	•
Option 4		•	•	•	•	•

Please identify any benefits, challenges or drawbacks associated with each Option.

Option 1 - Focus on diversity, with no specific provisions for affordable housing.

Option 2 - Allow incentives for affordable housing

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Option 3 - Allow incentives for affordable housing, with requirements only allowed in selected strategic areas

Option 4 - Allow incentives and requirements for affordable housing

With your previous answers in mind, which of the four Implementation Options do you think presents the most appropriate approach for the planning system to deliver affordable housing in Western Australia? If you have further comments explaining your choice, please provide them.

Return to affordablehousing@planning.wa.gov.au by 9 December 2013

4. Alternative implementation options for Western Australia.

Are there other implementation options that are likely to be more effective than the four above? If yes, please explain what they are and why they would be more effective.

5. Other issues for consideration.

Are there any implementation issues that the WAPC should consider when determining the best approach to using the planning system to facilitate the delivery of affordable housing? If so, what are they? The issues outlined in Section 9 (repeated overleaf) provide some examples to consider.

6. Other comments or suggestions.

Return to affordablehousing@planning.wa.gov.au by 9 December 2013

Other issues for consideration

- Should State or local government decide when and where affordable housing provisions, of any kind, are applied? How should this be determined?
- Which legislative, statutory or policy instruments (legislation, State planning policies, local planning schemes , etc) should include affordable housing references and provisions?
- Which planning incentives are likely to be most effective in encouraging developers to deliver affordable housing (e.g, density bonuses, relaxation of height controls, prioritised planning approvals)?
- Are there any non-planning incentives that would be effective in encouraging developers to provide affordable housing (e.g. infrastructure costs, tax incentives)?
- In which locations or property market conditions are different incentives likely to be most effective, or ineffective?
- How can incentives be applied in a way that does not result in them being capitalised into land value, and therefore eroded?
- What types of mandatory provisions are likely to be the most effective? Provision of land, housing, or cash? Others?
- If mandatory provisions are introduced, at what scale of development should they take effect (e.g. 10, 50, 100 lots/dwellings)?
- Applications for land subdivision (WAPC) and building development (usually local government) are determined separately in Western Australia. How would affordability measures be applied at each stage and how are the implementation issues likely to differ?
- Should affordable housing requirements relate to property value (rental or sale price), household income, or both?
- What evidence is needed to satisfy a planning authority that affordable housing conditions have been met at the time of subdivision or development assessment? For example:
 - How can you prove that a dwelling will be sold below a certain price?
 - How can you prove that the purchasers or future occupants of affordable dwellings will meet relevant eligibility criteria (e.g. income)?
 - What, if any, agreements need to be in place with housing providers to take affordable dwellings on when they are complete?
 - What, if any, controls are appropriate to ensure that the dwellings are used for affordable housing in the longer term?
- Is the Western Australian affordable housing sector (government, not-for-profit and private) sufficiently resourced to purchase affordable dwellings that are created as a result of planning provisions? In which circumstances are affordable housing providers likely to be willing, or unwilling, to participate?

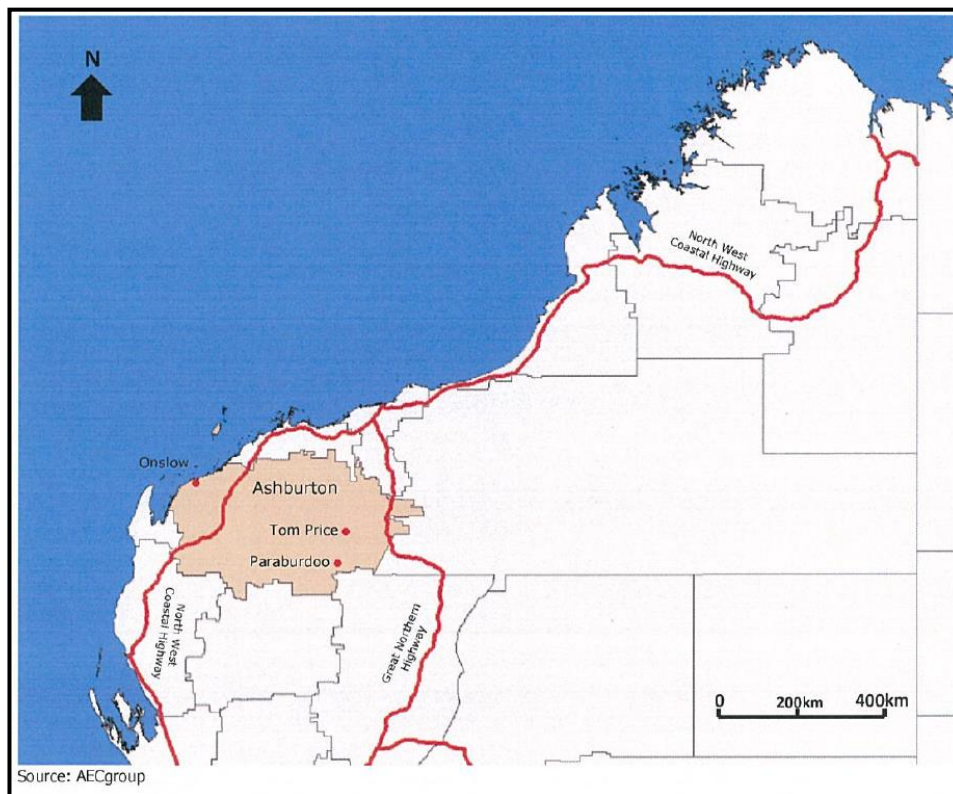
Office of Land and Housing Supply
 Department of Planning
 140 William Street
 Perth WA 6000

Dear Sir/Madam

PLANNING AND AFFORDABLE HOUSING DISCUSSION PAPER

The following should be considered as a submission from the Shire of Ashburton with respect to the Western Australian Planning Commission's ('Commission') *Planning and Affordable Housing Discussion Paper*. It is noted that the Commission has requested that the submission be structured around the questions in the comment form accompanying the *Discussion Paper* however the nature of the Shire's submission does not reflect the comment form.

As a background, the Shire of Ashburton is situated in the west of the Pilbara region and has a coastline that extends from the Exmouth Gulf to approximately the mouth of the Robe River. Its administrative centre is Tom Price which is 1500kms from Perth. The municipality has a total area of 105 647 km², contains three other towns: Onslow, Pannawonica and Paraburdoo and has a population of approximately 10,000. The Ashburton Shire is one of four shires that make up the Pilbara Region.



A small community remains at Wittenoom, although the State Government no longer promotes this as a townsite. All adjacent islands are included in the municipality except Doole, Whitmore, Roberts, North and South Muiron Islands but including False and Weld in the east and Barrow Island in the north.

Settlement patterns, land use and economic development in the Pilbara region are highly dynamic and influenced by large single resource investments. The major operators mine iron ore from inland deposits and extract hydrocarbons from offshore deposits.

The Commission's *Pilbara Planning and Infrastructure Framework 2012 (PPIF)*, which defines a strategic direction for the future development of the Pilbara region over the next 25 years, designates Tom Price and Onslow as Major Towns and Paraburdoo as a Town in its settlement hierarchy. This is in line with the Pilbara Cities Vision, which sees these towns retaining their prominence and growing to become more attractive and sustainable local communities to benefit the entire region.

The *PPIF* proposes all three towns be planned to accommodate growth largely associated with expansion of the mining and oil and gas sectors. Onslow, for example, is expected to triple in size if the Ashburton North Strategic Industrial Area (ANSIA) is developed to its full potential.

Population growth in the Shire and the Pilbara more generally has increased rapidly in recent years, mainly as a result of growth in the mining and oil and gas sectors. The rapid rise in the number of mining and oil and gas industry workers and associated service providers has resulted in towns in the region experiencing chronic housing shortages, huge increases in median house prices and rental prices and strains on local services and infrastructure.

In addition to strong growth in permanent resident populations in the Pilbara region, the number of fly-in/ fly-out workers has also increased. This has implications for local government and local business as these developments that reflect massive expenditure do not pay equitable rates relative to their impact, although their workers and contractors may use local services and require accommodation. It is commonly accepted that these workers and contractors spend much less in nearby towns as do local residents.

Despite the recent slowdown in the resources sector, population growth in the Pilbara is expected to continue, albeit with some local government areas and centres growing more rapidly than others. Therefore, housing availability and affordability in the Pilbara generally and the Shire of Ashburton specifically, will remain a critical issue.

The report of "*The Senate Select Committee on Housing Affordability in Australia - A Good House is Hard to Find: Housing Affordability in Australia*" (2008) identified a number of factors contributing to the housing shortage and affordability in the Pilbara:

- Slow release of residential land.
- High cost of developing residential land in the Pilbara's harsh environment.
- Shortage of builders, exacerbated by an inability to secure affordable housing in the region for tradespeople.
- Resource companies being prepared to pay subsidies to workers and/or pay ever increasing prices to house their workforce.
- Shortage of public and Governmental Regional Officers' Housing (GROH) accommodation.

A housing study for Pilbara towns completed in 2010 and reported in the *PPIF* showed an unmet housing need in Onslow and Tom Price of 105 and 259 dwellings respectively.

In addition, the study showed an estimated demand for an additional 3 to 808 dwellings in Onslow and 12 to 212 dwellings in Tom Price by 2015. The unmet demand includes social housing, GROH and private residential. Future employment and population growth trends in the Shire will continue to put pressure on local housing stock and services in the towns of Onslow, Tom Price and Paraburdoo.

As with most resource developments, the need for accommodation is immediate once a financial investment decision by the company has been made. In some instances, the resource development is subject to a State Agreement Act or a specific commercial state agreement. Otherwise, mineral resource development is subject to the approval under the *Mining Act 1978* or if it is hydrocarbon based resource, the *Petroleum and Geothermal Energy Resources Act 1967*.

Irrespective of the legislative background, affordable housing as a result of the resource development is in the experience of the Shire, not a matter that is addressed by government or the particular resource industry. It is noted that the resource industry will usually seek to provide necessary accommodation for their immediate staff associated with construction needs, however their consultants or contractors are rarely if ever included in the overall accommodation numbers.

Where the resource development is subject to a State Agreement Act or a specific commercial state agreement, the local government is not a party to such agreements, even though the decisions associated with the agreements will have far reaching impacts on the local government.

The experience of the Shire is that the level of consultation, negotiation and opportunity to influence the agreements is in most circumstances, negligible. For example, over the last 3-4 years, the Shire has been asked to comment on the expansion of the expansion of Hamersley Iron Pty Ltd/Rio Tinto's resource developments within the Tom Price environs for developments associated with:

- Nammuldi Below Water Table Phase 1 and Phase 2 developments;
- Channar increased total production and extension of mine life;
- Marandoo mine Phase 1 and Phase 2 developments; and
- Brockman Syncline 4 operations.

The Shire has in all instances, requested the State to have the proponent undertake an independent social impact assessment that addresses the social and economic impacts on Tom Price. The Shire understands that no such assessments have ever been undertaken.

Hence, although the Shire welcomes the resource development, it needs to be undertaken in such a manner that expansion of the town to cater for increased resource activity forms part of the 'package' of the resource development. It should be noted that Tom Price has the unusual circumstance that all reticulated services to the town (water, power and sewer) is privately undertaken by Hamersley Iron Infrastructure Pty Ltd.

Onslow provides a very recent example of the impacts of resource development on a small town that has traditionally been provided with minimal services and with a relatively low development investment need.

In 2008, the State Government, in response to recent substantial gas discoveries off the Western Australian coast near Onslow, determined that a new hydrocarbon processing precinct should be established to derive maximum benefit from the resource. In December 2008, the Premier announced that, "...a new *Strategic Industrial Area* would be created at Ashburton North, 10 km south-west of Onslow. This would provide the opportunity to establish processing facilities for the commercialisation of recent and expected future gas discoveries".

In February 2010, the Shire took the final step in formalising the location of the ANSIA by initiating Amendment 9 to the Shire of Ashburton Local Planning Scheme No. 7 to classify the designated area as a 'Special Control Area' (SCA) and thereby establishing clear criteria to

progress Scheme Amendments and development proposals. Chevron Australia Pty Ltd prepared a Structure Plan for the whole of the ANSIA project and was formally lodged with the Shire. The Structure Plan (referred to as the ANSIA Structure Plan) ensures development within the ANSIA is consistent with a clear and coordinated strategy.

The ANSIA Structure Plan divides the project area into several stages due to the timeframe requirements associated with development of the various project components. Stage 1 consists of the land subject of known development interests as required by the foundation proponents as well as the development of a 'Future Industry Area' incorporating downstream gas processing industries and other uses. Land with no current development intention in the short to medium term, and therefore set aside for future strategic industrial expansion, is referred to as Stage 2.

Stage 1 is further demarcated into sub-stages primarily due to the advanced planning for Chevron's Wheatstone Liquid Natural Gas (LNG) and domestic gas project.

Stage 1A comprises the Wheatstone project, a port and Common User Coastal Area, (which will be managed by the Dampier Port Authority), a Multi User Access and Infrastructure Corridor (MUAIC) for the purpose of shared transport and infrastructure and a transient workforce accommodation (TWA) precinct. The approximate value for this operation is \$31B.

Stage 1B comprises the potential development of the Scarborough LNG and the Macedon Domestic Gas Projects, portions of land associated with the FIA and a second Transient Workforce Accommodation (TWA) precinct. Stage 1B also includes a truncation at the corner of the eastern MUAIC to allow for safe and efficient access along the MUAIC.

As a result of the ANSIA development and resultant expansion in Onslow, the town is likely to experience increased demand for housing. Should ExxonMobil/BHP Billiton proceed with their proposed Scarborough LNG plant development and Onslow Salt increase its production, it is estimated that a further 230 dwellings (excluding Wheatstone) will be required after taking into account direct, indirect and consequential employment.

Commencement of operations for the ANSIA has seen a significant increase in demand for residential dwellings within the town. More recent indications are that these estimates are conservative compared to the Onslow Townsite Strategy (2010). There are currently few houses available for rent in Onslow, and the inability of the local housing market to absorb any significant increase in residential workforce means new accommodation will need to be built specifically to meet the needs of development in the ANSIA. There is also a critical lack of temporary accommodation within the town. The critical housing shortage also impacts upon the indigenous communities who in the situation for Onslow, are pursuing to house community members in caravans due to that lack of housing in that town.

The land assembly processes for Onslow will be lengthy and land may not be available in time to meet demand. In addition, land supply in Onslow is constrained by flooding, airport, noise and buffer impacts.

Therefore, it is anticipated that with any further population influx into the area, adequate time for planning and development needs to be allocated. Whilst there will be workers involved in the construction of development within the ANSIA housed within TWA, operational staff will be housed in Onslow. Staff specifically required for defined 'shut-down'/expansion purposes once the plants are operational could be housed in the TWA, subject to Shire approval.

The lessons of Chevron's Wheatstone development are still being played out.

In relation to the Commission's *Planning and Affordable Housing Discussion Paper*, the Shire would like to congratulate the Commission for initiating the *Discussion Paper* as it provides the opportunity for all stakeholders to contribute the overwhelming important issue of residential accommodation in Western Australia. However, the broad nature of the *Discussion Paper* appears to generally concern itself with matters associated with Perth and its immediate metropolitan areas.

It is the Shire's view that it would be appropriate for the Commission to pursue a further discussion paper that specifically addresses the issues of housing costs in the Pilbara, with a holistic approach as to why the costs in the resource producing areas of the Pilbara, are significantly higher than the Perth metropolitan area. The experience of the Shire is that in areas of extensive resource development in regional areas like the Pilbara, that a shortage of land is usually the primary obstruction to providing affordable homes.

However unlike influences found in the Perth and metropolitan areas, from the Shire's experience the tangible reasons for the lack of housing affordability in areas like the Pilbara may relate more to the State failing to ensure that when resource developments are promoted by the State that there is a corresponding social and economic impact assessment of such developments on communities. In this way, affordable accommodation (either temporary or permanent) can be established and coordinated in a timely manner that doesn't arrive after the need is in decline.

Should you have any enquires with respect to this matter, please don't hesitate to contact the Shire's principal Town Planning, Mr Rob Paull on 91884444.

Yours faithfully

Neil Hartley
CHIEF EXECUTIVE OFFICER
SHIRE OF ASHBURTON

CC: Shire President
All Councillors
Mr Christopher Green
Planning Coordinator, Reform and Improvement
Western Australian Local Government Association
PO Box 1544
WEST PERTH WA 6872

16th September 2013

Chief Executive Officer
Shire of Ashburton
PO Box 567
TOM PRICE WA 6751

Att: Mr Rob Paull

Our Ref: 65.13 SK

Dear Rob,

**RE: PROPOSED GROUP DWELLING DEVELOPMENT
LOT 305 (No. 3) FIRST AVENUE, ONSLOW**

Thank you for your email of 14th September 2013 regarding the submission of a Development Application at the above address.

We enclose an updated copy of the Traffic Engineering Review by Shawmac making reference to the power pole in the laneway. They have indicated that the power pole location will have no adverse impact on the development.

The proponent understands that there is a need to seal the adjacent portion of the rear R.O.W. as part of the development of the site. It is understood that the remainder of the lane leading to Simpson Street will be sealed prior to the completion of this development, as part of the development of Lots 308/309 and Lot 311 also utilising the R.O.W. for access.

The Traffic Engineering Review did not make reference to the Whelans R.O.W. review because to our understanding it has not been completed. Following the submission of the Whelans review it may be necessary for the Traffic Consultant to update his report based on their recommendations.

We confirm that the development proposal incorporates a pedestrian 'link' from our Lot 3 to First Avenue to facilitate the servicing of the lot by Australia Post, rubbish collection and the like. Lot 3 has also been provided with crossover space within the lot to ensure that the traffic flow in the R.O.W. is not impacted upon while opening gates to the property.

Page 2
Shire of Ashburton
16th September 2013

Should you have any queries or require any clarification or additional information please do not hesitate to contact the undersigned.

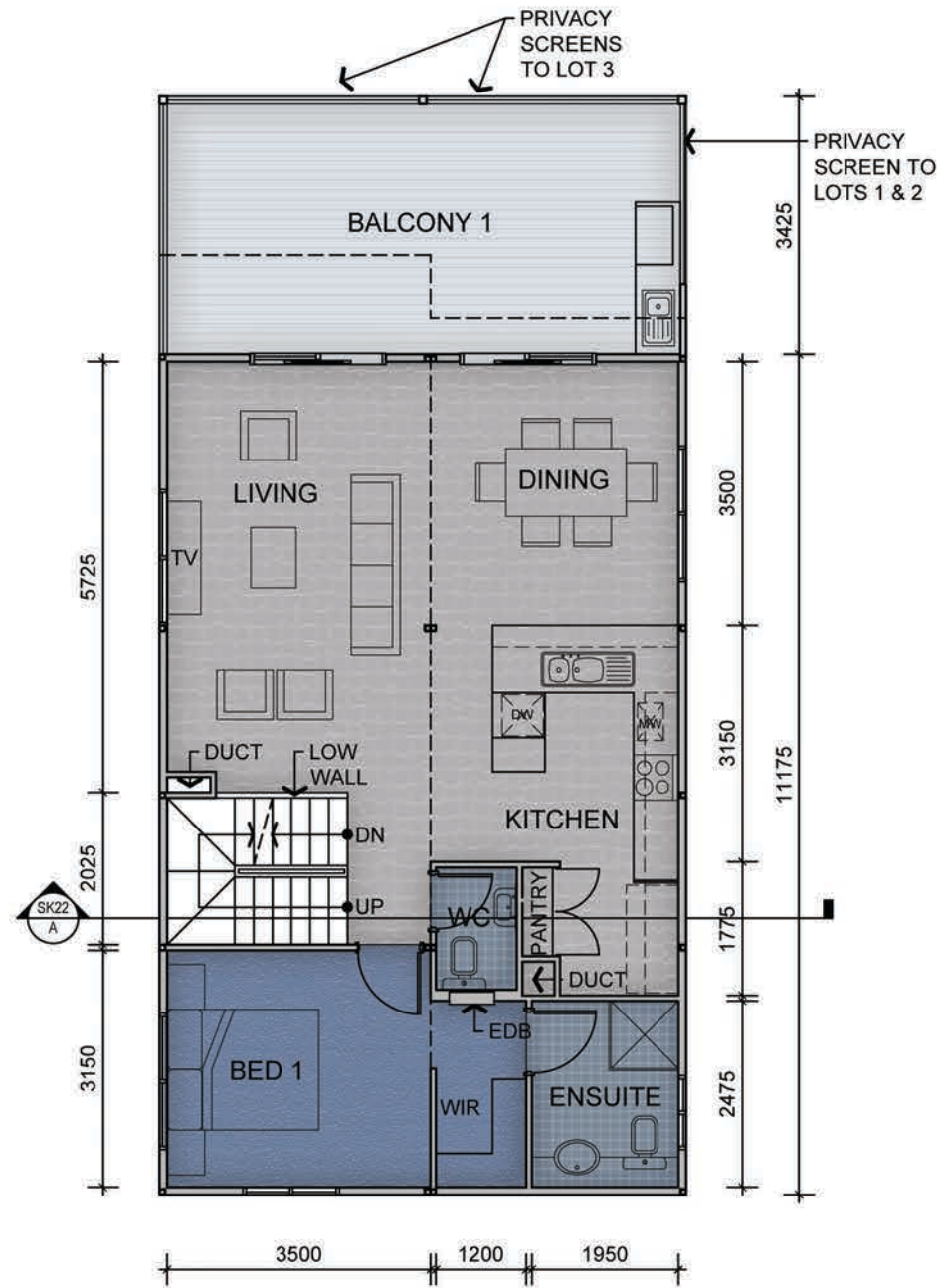
Yours faithfully

A handwritten signature in blue ink, appearing to read 'Nicholas Preston', written in a cursive style.

Nicholas Preston

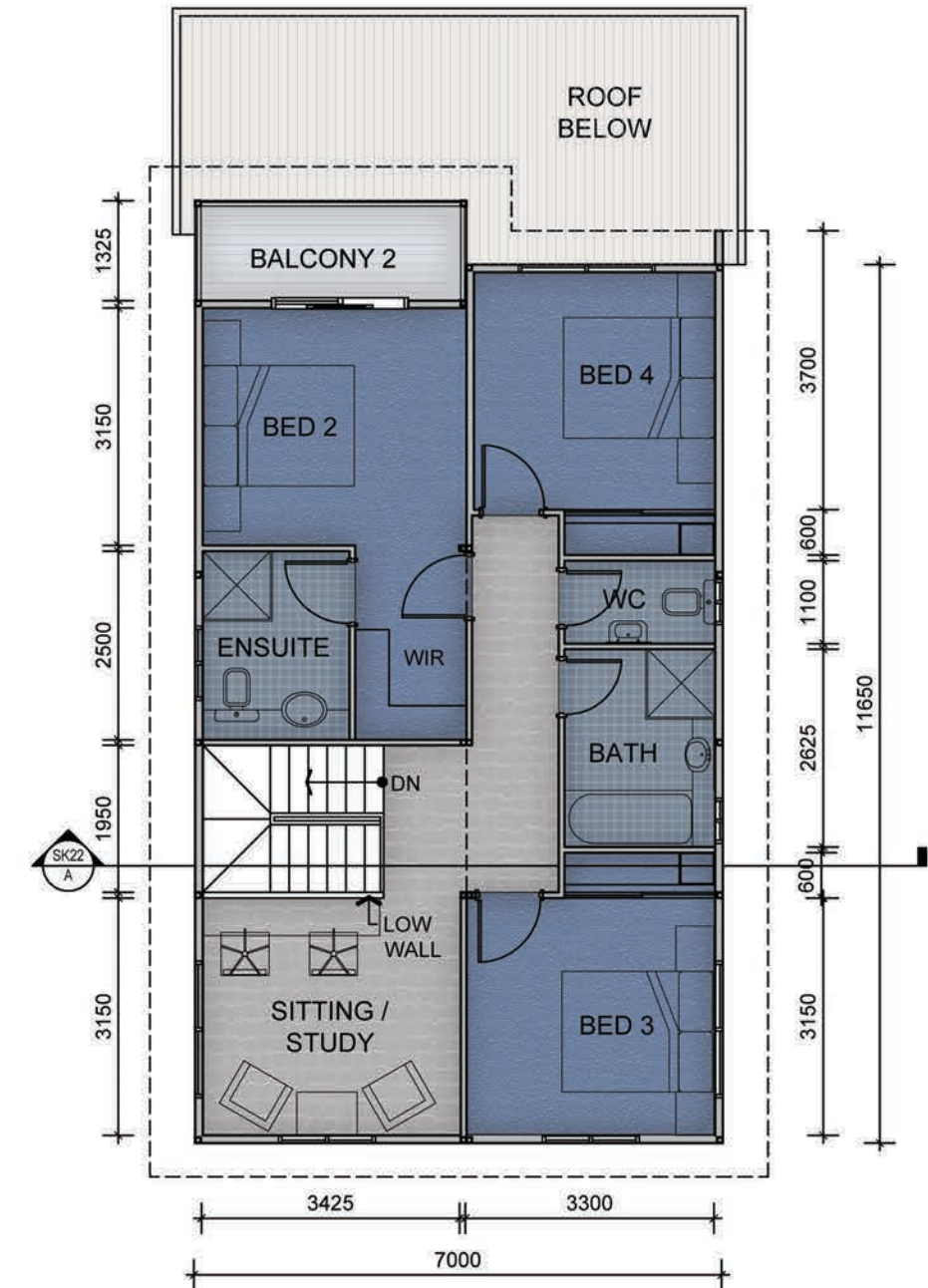
Enc.

c.c. Lizeth de la Hoz – Dampier Port Authority



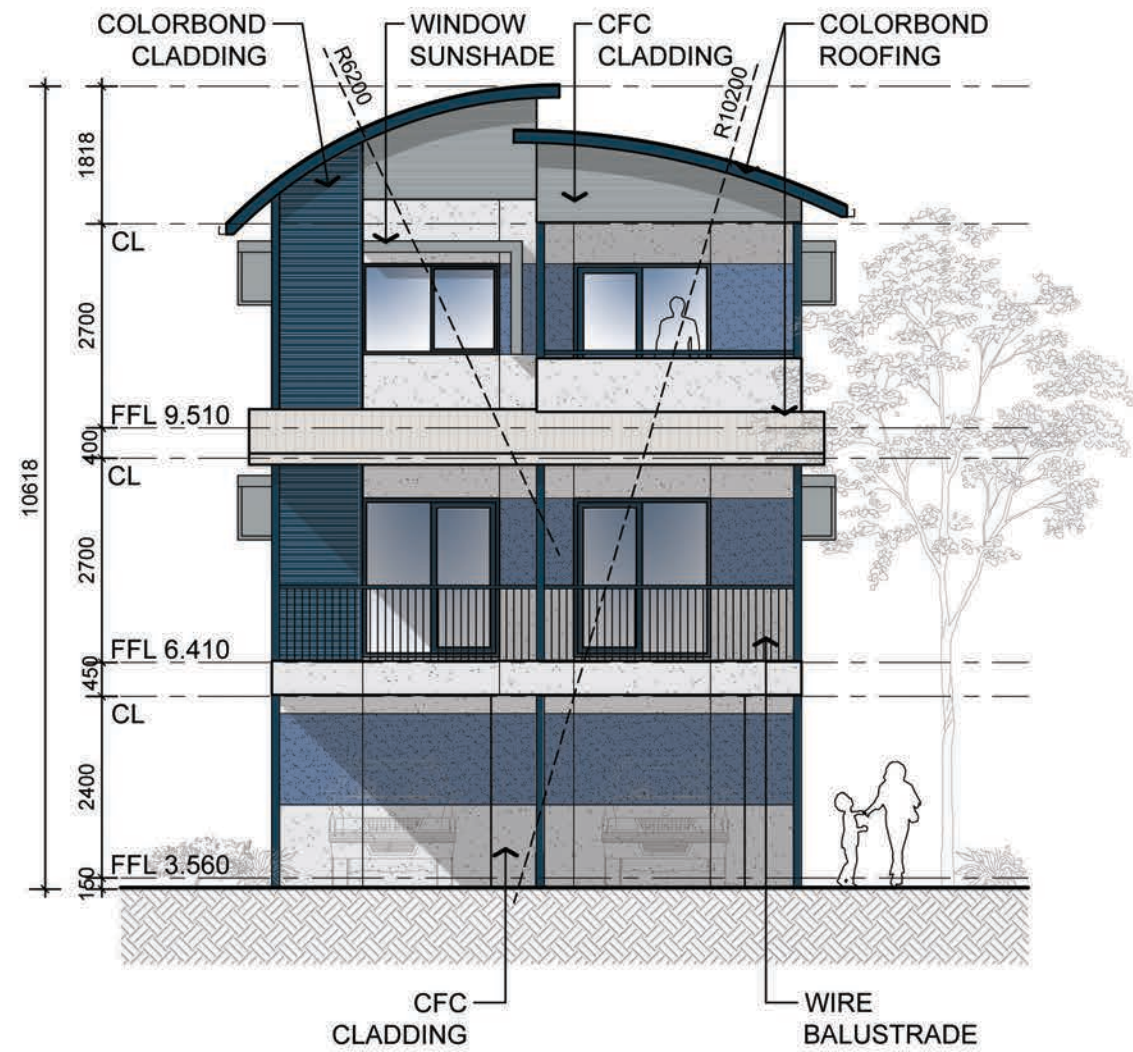
FIRST FLOOR PLAN

SCALE 1:100
 LOTS 1 & 2 FFL 6.410
 LOT 3 FFL 6.400



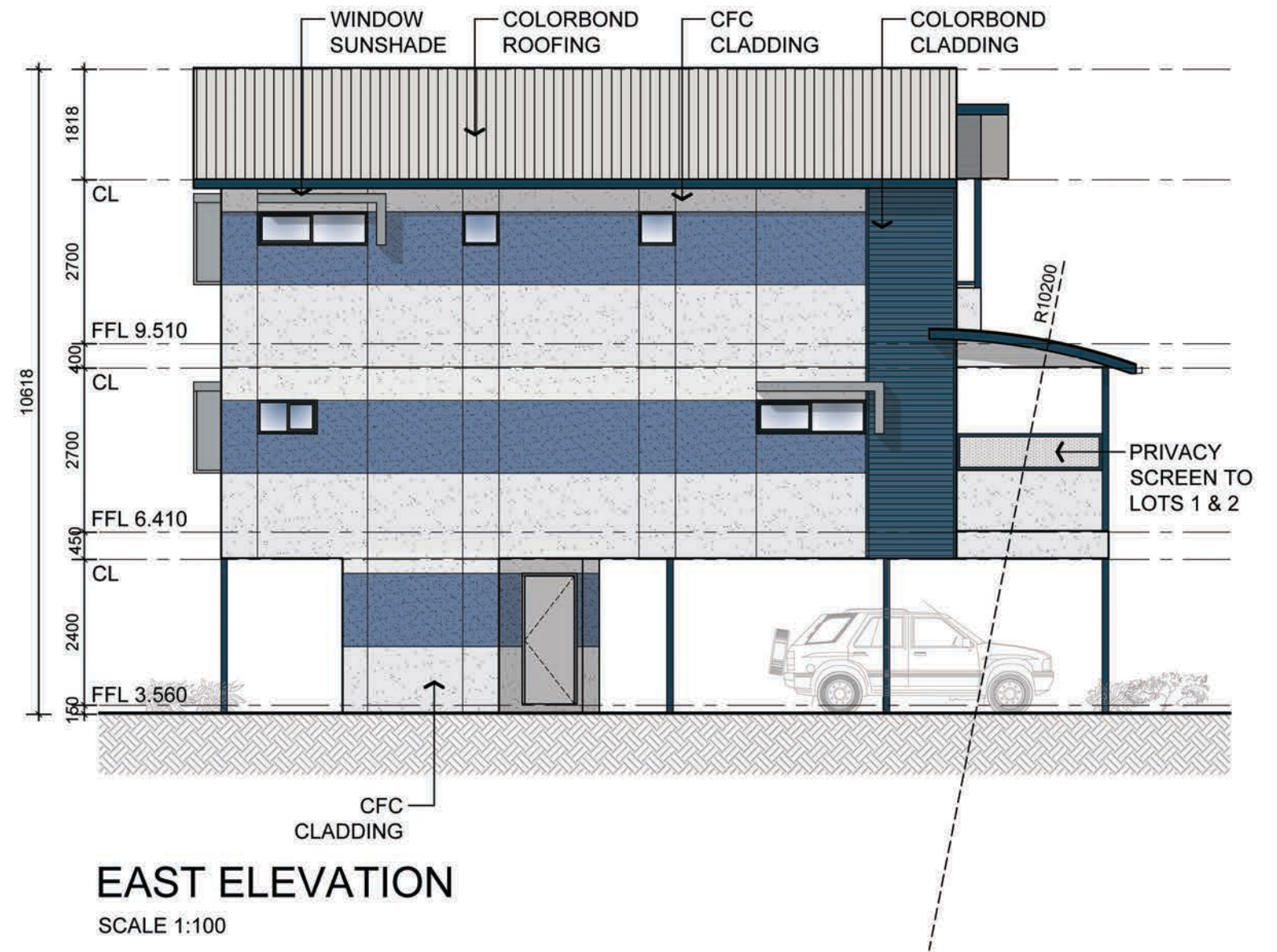
SECOND FLOOR PLAN

SCALE 1:100
 LOTS 1 & 2 FFL 9.510
 LOT 3 FFL 9.500



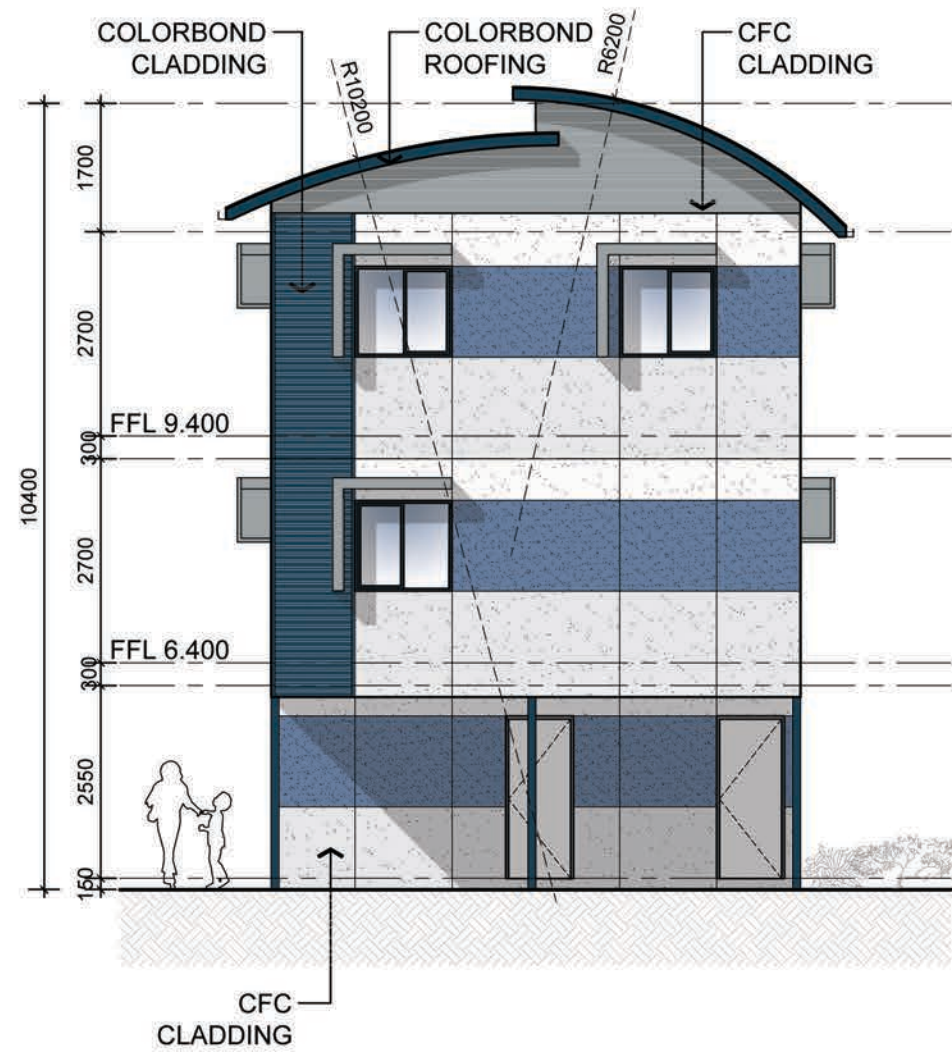
NORTH ELEVATION

SCALE 1:100



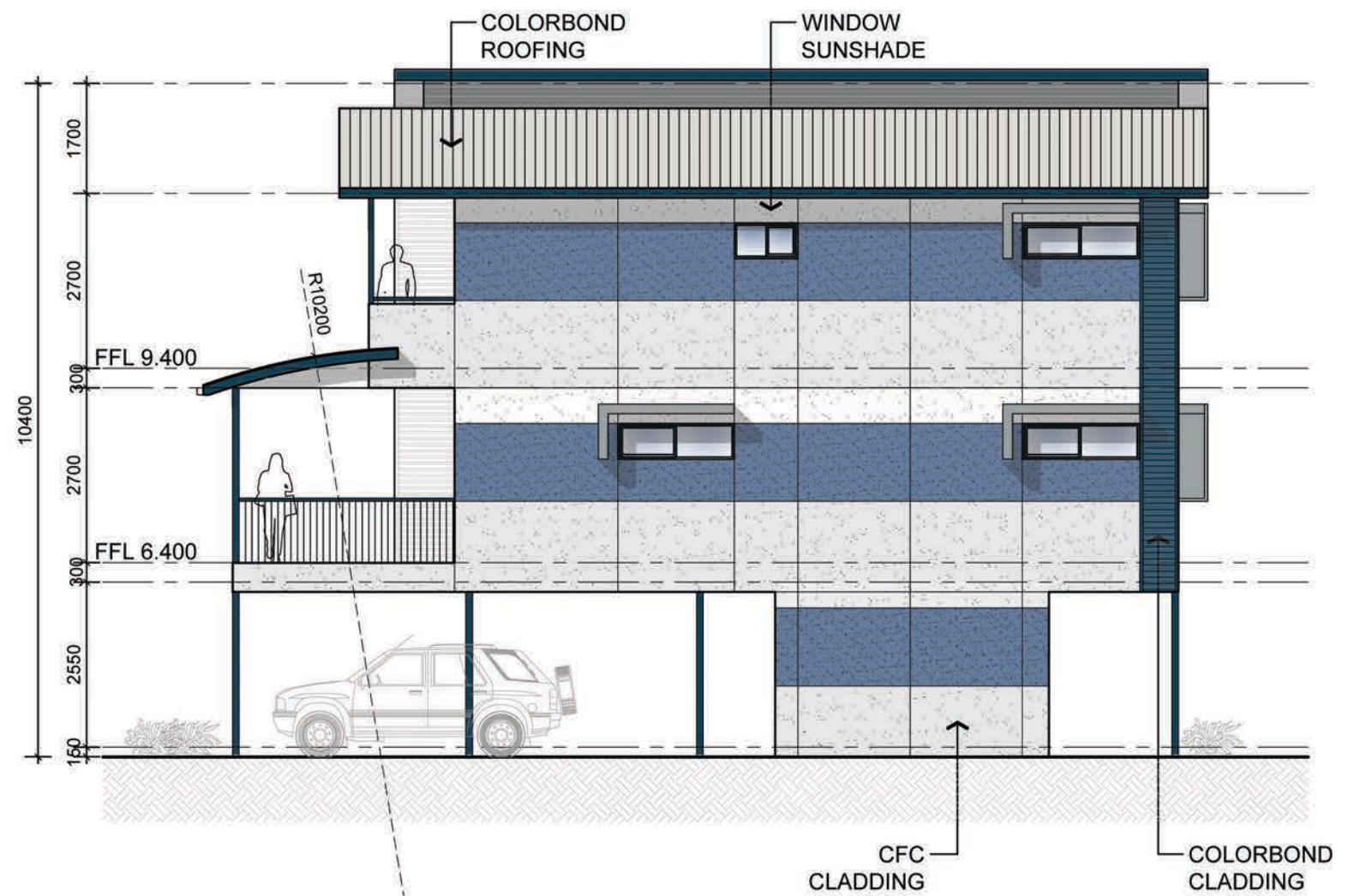
EAST ELEVATION

SCALE 1:100



SOUTH ELEVATION

SCALE 1:100



WEST ELEVATION

SCALE 1:100



DPA ONLSOW DEVELOPMENT
LOT 305 FIRST AVENUE, ONLSOW
DATE: 05.09.2013 JOB No: 65.13 Perspective 1

Hodge Collard Preston
ARCHITECTS



DPA ONLSOW DEVELOPMENT
LOT 305 FIRST AVENUE, ONLSOW
DATE: 05.09.2013 JOB No: 65.13 Perspective 2

Hodge Collard Preston
ARCHITECTS



DPA ONLSOW DEVELOPMENT
LOT 305 FIRST AVENUE, ONLSOW
DATE: 05.09.2013 JOB No: 65.13 Perspective 3

Hodge Collard Preston
ARCHITECTS

LEGEND

— FOOTPATH	⊕ ELECTRIC LIGHT POLE
— KERB TOP	⊕ POWER POLE
— KERB BOTTOM	⊕ TELECOM PIT OR BOX
- - - - FENCE	⊕ WATER VALVE
— GARDEN BED	⊕ WATER METER
— CONCRETE EDGE	⊕ SIDE ENTRY PIT
⊕ BANK TOP	+ NATURAL SURFACE LEVEL
⊕ BANK BOTTOM	+ CENTRE OF ROAD
— BOUNDARY LINE	⊕ POST/BOLLARD
— MAJOR CONTOUR	⊕ TEMPORARY BENCHMARK
— MINOR CONTOUR (Contour Interval 0.2m)	
'DIAL BEFORE YOU DIG' (DBYD)	
— DBYD POWER	⊕ TREE
— DBYD SEWER	⊕ EUCALYPT
— DBYD TELECOM	⊕ WATTLE-ARACIA
— DBYD WATER	● TREE STUMP



NOTES

This plan has been prepared for the client and should not be used for any other purpose unless authorised by Whelans (WA) Pty Ltd.

The location of cadastral boundaries shown has been extracted from Landgate's database on FEBRUARY 2012 and are subject to survey.

Boundary dimensions have been sourced from the Plan/Diagram for this lot and are subject to survey.

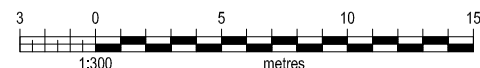
Prior to the commencement of any work, relevant authorities should be contacted for the location of underground services.

Levels are based on AHD and derived from SSM 229T

Due to overwriting some levels may be switched off for this plot only.

This note is an integral part of this plan.

NOTE:
UNDERGROUND SERVICE INFORMATION SOURCED FROM 'DIAL BEFORE YOU DIG' AND IS VALID FOR 14 DAYS FROM APPLICATION DATE. THIS INFORMATION IS FOR INDICATIVE PURPOSES ONLY. LIFTING OF COVERS AND EXCAVATION MUST BE DONE FOR ACCURATE IDENTIFICATION AND LOCATION OF SERVICES.



SCALE: 1:300 (A3)	DATE DRAWN: 01/06/2012
V DATUM: AHD	DRAWN BY: PHT CHECKED BY: MH
H DATUM: BIO94	
SURVEY DATE: 31/05/2012	
SURVEYOR: AS	DATA FILE: 120531 as.acs
JOB No: 15691	CAD FILE: 120531_Lot305_First.dwg
PATH: S:\Projects\15\15691\survey\detail	



whelans

133 Scarborough Beach Road, Mount Hawthorn WA 6016
 PO Box 99, MOUNT HAWTHORN WA 6915
 T: 08 9443 1511 F: 08 9444 3901
 E: whelans@whelans.com.au W: www.whelans.com.au

FEATURE SURVEY
 LOT 305 on P202376
 FIRST AVENUE
 ONSLOW

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CLIENT: DAMPIER PORT AUTHORITY

REV 0	
PLAN 15691-001	
SHEET 1 OF 1	

**PROPOSED 3 NEW DWELLINGS
LOT 305 (No. 3) FIRST AVENUE, ONSLOW**

DESIGN ASSESSMENT - GROUPED DWELLING

Note:

Site Area 931m²

Zoning R30



Extract from Landgate Property Finder identifying the subject site.

5.1 Context

5.1.1 Site Area

Minimum site area required - 260m², Average site area required - 300m²

Average Site Area	-	310m ²
Lot 1 (Residence 1)	-	260m ²
Lot 2 (Residence 2)	-	260m ²
Lot 3 (Residence 3)	-	401m ²
Lot 4 (R.O.W. setback)	-	10m ²

The development complies with acceptable development standards.

PROJECT MEMO

Project:	OTH-13-079: DPA Onslow Accommodation	
Project Memo No.	01	
To:	HCP	
Attention:	Nicolas Preston	
From:	Brett Sanderson	
Date:	09/08/13	
Subject:	Flood Study Review	
Distribution:	Chris Gooch (RED)	

Details:

This memorandum has been produced to summarise the information extracted from the "Onslow Townsite Planning, Coastal Setbacks & Development Levels" by Landcorp July 2011, relevant to the proposed development at Lot 305 First Avenue, Onslow.

The above mentioned report deals with 2 No. parts for determination of development requirements:

1. Coastal Setback Assessment
2. Investigation of the Extent of Potential Coastal Inundation

All proposed developments in Onslow, within the Shire of Ashburton are required to comply with the State Coastal Planning Policy (WAPC 2003), the catalyst for commissioning of the report. The extent of the report has reviewed approximately 10km of the Onslow coast, with our proposed development occurring at approximately Chainage 8,000m. This area is described as "this section of shoreline extends from the western end of the seawall near the narrow beaches of Breadon Point eastwards to the end of the seawall protecting the main town site". Refer to Figure 1.



Figure 1 – Seawall Protection at the Adjacent Beach

The report recommends a coastal setback of 30m, assuming this is from the sea wall opposite. The setback has been set by 3 No. key points:

1. S1 Severe Storm Erosion;
2. S2 Historical Shoreline Movement
3. S3 Sea level Change Allowance

Points S2 and S3 have no effect on the setback distance however the 30m figure is based on allowance for potential damage of the seawall and wave overtopping.

The severe storm inundation investigation required modeling of the 100 year event using numerous beach profiles, and showed the total water level of approximately +5.0m AHD. The report recommends the Finished Floor Level (FFL) should include a freeboard factor of safety (0.5m) above the inundation level to minimise the risk of inundation during extreme events.

Therefore for a residential or non-emergency response infrastructure with a **planning horizon of 100 years** should be:

- 100 year water level 5.0m AHD
- Allowance for Climate Change to 2110 0.9m
- Factor of safety (FOS) 0.5m

Total Recommended FFL 6.4m AHD

Typically buildings of this type are designed to have a design life of 50 years, the Design Performance Criteria states a design life of min. 30years. As such there may be an opportunity to reduce the FFL to around 5.9m AHD (removal of the FOS) in an attempt to reduce costs. This will need to be considered and approved as it will carry a greater risk.

Effects on Lot 305 First Ave Development

The 30m set back from the sea wall finishes approximately 6m within the Lot from First Avenue, as such will have no significant impact on the location of the building with local Council residential setbacks applying.

The FFL of the residence will need to be raised approximately 3m above the existing ground level. This will have a significant impact on the building design, form and cost. The residence could be built on piles / stilts either from concrete or steel.

Localised scour protection will need to be allowed in the form of grouted rock, where the stilts extrude from the ground level, likewise for service connection. The buildings foundations will need to be sized and embedded accordingly to protect against the potential risk of storm and flood surge.

With regards to stormwater mitigation minor storm events will be catered for within the site, with allowance for stormwater capture and directed to overland flow paths via design and construction of positive drainage levels. The levels will direct stormwater towards First Avenue. Some fill may be required to build up the finished ground levels. This will be quantified during the detailed design.

All incoming services; sewer, water, electrical and communications will need to extend to connect to the raised FFL. This will have a minor effect on design and eventual cost of build.

Effects on Adjacent Lots

The development of Lot 305 should have little to impact on the adjacent Lots. As Lots 306 and 3001 are of similar ground elevation it is envisaged no stormwater, in minor events will traverse and or discharging to these areas, provided the above measures are incorporated into the civil design. In the event of a major event i.e. 100 years, First Avenue will be inundated to approximately 5.0m AHD with all 3 No. flooded.



Level 1, 159 Adelaide Terrace, East Perth, WA 6004 T 9421 9588 F 9421 9599 w redengineers.com.au

Resource Engineering & Design

RED and the Hodge Collard Preston will consider the above effects on the proposed development to provide the best solution to achieve both the clients and council requirements while providing the most cost effective outcome.

Regards

A handwritten signature in black ink, appearing to read 'B. Sanderson', is written in a cursive style.

Brett Sanderson

Resource Engineering and Design

**PROPOSED 3 NEW DWELLINGS
LOT 305 (No. 3) FIRST AVENUE, ONSLOW**

DESIGN ASSESSMENT - GROUPED DWELLING

5.1.2 Street Setback

The minimum building setback to street boundaries is 4 metres which has been provided to Lots 1 and 2.

The minimum building setback to secondary street boundaries is 1.5 metres which has been provided to Lot 3.

5.1.3 Lot Boundary Setback

Lot 1 is setback 1.2 metres to the north-west boundary. As Lot 3001 is not a residential lot, the R-Codes do not apply to this boundary line and will have no detrimental impact on the site.

Lot 2 setback requirements to the south-east boundary are 1.9 metres for the first floor and 1.9 metres for the second floor. The proposed building setback to Lot 306 is 2.1 metres therefore complies with the acceptable development standards.

The setbacks between Lot 1 and 2 have been reduced to maximize the setbacks to adjoining properties. We believe both Lots 1 and 2 will maintain adequate direct sun and ventilation to the main living spaces. Privacy has been maintained between Lots 1 and 2 through the use of screening and highlight windows.

Lot 3 building setback to the north-west boundary is 5.6 metres, however, as for Lot 1, the R-Codes do not apply to the boundary adjoining Lot 3001. The building setback to the south-east boundary is 7.5 metres, which is in excess of the requirements of the R-Codes, therefore complies with the acceptable development standards.

All dwellings on the lot and dwellings on the adjoining lots will have adequate direct sun, ventilation and privacy.

5.1.4 Open Space

The minimum requirement of open space for each Lot is 45%.

	Open Space Required	Open Space Provided	
Lot 1	117m ²	158m ²	(61%)
Lot 2	117m ²	158m ²	(61%)
Lot 3	180m ²	299m ²	(75%)

The development complies with the acceptable development standards.

**PROPOSED 3 NEW DWELLINGS
LOT 305 (No. 3) FIRST AVENUE, ONSLOW**

DESIGN ASSESSMENT - GROUPED DWELLING

5.1.5 Communal Open Space

Not applicable.

5.1.6 Building Height

The maximum building height allowable under the R-Codes is 6 metres from ground level to the top of the external wall. Whilst the development is over this requirement as we have raised the main floor level to 6.4m AHD, we believe this is in line with the Shire's intent of Local Planning Policy PS.DV11 (Shire Requirements for Planning Applications within the Onslow Coastal Hazard Area – Scheme Control Area) in addressing potential flood and storm surge events on the proposed development.

5.2 Streetscape

5.2.1 Setback of Garages and Carports

The carport is underneath the main building, in line with the primary street setback, therefore complies with the acceptable development standards.

5.2.2 Garage Width

Not applicable.

5.2.3 Street Surveillance

All dwellings comply with the design standards.

Lot 1 dwelling has a habitable room with an opening looking out onto the street on both the first and second floors.

Lot 2 dwelling has a habitable room with an opening looking out onto the street on both the first and second floors.

Lot 3 dwelling is on the rear of the site, has access from both the street frontage and the R.O.W. and has a habitable room with an opening looking over the front approach on both the first and second floors and has a habitable room looking over the rear approach on the second floor.

5.2.4 Street Walls and Fences

The development complies with the requirements of the R-Codes in that the 1.8 metre high fence proposed to the front setback line is visually permeable (pool type fencing).

**PROPOSED 3 NEW DWELLINGS
LOT 305 (No. 3) FIRST AVENUE, ONSLOW****DESIGN ASSESSMENT - GROUPED DWELLING**

5.2.5 *Sightlines*

The development complies with the requirements. There are no obstructions at the vehicle access points to First Avenue or to the R.O.W. to the rear of the site.

5.2.6 *Appearance of Retained Dwelling*

Not applicable.

5.3 **Site Planning and Design****5.3.1** *Outdoor Living Areas*

Each dwelling has an outdoor living area of 24m², directly accessible from a habitable room of the dwelling, is open to the winter sun and ventilation and optimizes use of the northern aspect of the site.

The development complies with acceptable development standards.

5.3.2 *Landscaping*

i) The street setback area includes driveways for both Lots 1 and 2, which exceeds the maximum hard surface area of 50%. The driveways have been tapered to reduce the impact of hard surface area where possible. Soft landscaping is proposed to both sides of the driveways to minimize the impact of the driveways on the streetscape.

ii) Pedestrian access has been provided to each lot.

iii) N/A

iv) Lighting will be provided to the pedestrian path leading to Lot 3.

v) Bin stores have been provided to each dwelling and are screened from view of the street.

vi) N/a

vii) Landscaping within the street setback will be low to allow adequate sight lines for pedestrians and vehicles.

viii) N/A

ix) Clothes drying areas have been provided to each dwelling, are secure and screened from view of the street.

x) N/A

5.3.3 *Parking*

Two bays have been provided per dwelling therefore complies with the acceptable development standards.

**PROPOSED 3 NEW DWELLINGS
LOT 305 (No. 3) FIRST AVENUE, ONSLOW**

DESIGN ASSESSMENT - GROUPED DWELLING

5.3.4 Design of Car Parking Spaces

All car parking bays have been designed in accordance with AS2890.1.

The development complies with the acceptable development standards.

5.3.5 Vehicular Access

Lots 1 and 2 are accessed off First Avenue, while Lot 3 is accessed off the R.O.W. to the rear of the site. All driveways comply with the requirements of the R-Codes.

5.3.6 Pedestrian Access

Pedestrian access has been provided to each lot from the street frontage.

5.3.7 Site Works

As shown on the site plan drawing the natural topography of the site is generally flat and the levels from the street to the back of the site are fairly consistent. The development is not proposing any major excavations or filling that would impact the streetscape or the amenity of the adjoining lots.

5.3.8 Retaining Walls

No retaining walls have been proposed for this development.

5.3.9 Stormwater Management

Stormwater draining from roofs will be directed to onsite storage and re-use whilst driveways and excess runoff will be directed to soakwells.

During peak rainfall events, surface drainage has been designed to direct flow from Lots 1 and 2 to First Avenue and to the R.O.W. at the rear of the site for Lot 3.

5.4 Building Design

5.4.1 Visual Privacy

The development complies with the design standards.

Visual privacy of the adjoining properties and the new dwellings on the lot will not be impacted. Windows to the side elevations are highlight windows (with sill height at 1.6 metres), whilst privacy screens are proposed to the outdoor living areas as indicated on the drawings.

**PROPOSED 3 NEW DWELLINGS
LOT 305 (No. 3) FIRST AVENUE, ONSLOW**

DESIGN ASSESSMENT - GROUPED DWELLING

5.4.2 Solar Access for Adjoining Sites

The development complies with the design standards.
Solar access for adjoining sites is not impacted.

5.4.3 Outbuildings

Not applicable.

5.4.4 External Fixtures

The development complies with the design standards.
External fixtures will be located so they will not be visually obtrusive from the primary street.

5.5.5 Utilities and Facilities

The development complies with the design standards.
Each lot has a lockable storage area in excess of 4m², is located on the ground floor and to be constructed of the same materials as the dwellings.
Each lot has a designated bin store area behind the store on the ground floor, screened from view of the street.
Each lot has a designated clothes drying area located behind the laundry on the ground floor, screened from view of the street.

5.5 Special Purpose Dwellings

Not applicable



Consulting Civil & Traffic
Engineers, Risk Managers.

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SOUTH PERTH
WA 6951

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F | +61 8 9355 1922,
E | admin@shawmac.com.au

12 September 2013

Lizeth de la Hoz
Project Engineer
Dampier Port Authority

Dear Lizeth,

Re: Proposed Residential Development Lot 305 First Avenue, Onslow – Traffic Engineering Review

Shawmac Consulting Engineers have been commissioned by the Dampier Port Authority (DPA) to undertake a brief traffic engineering review associated with the proposed residential development to be located at Lot 305 First Avenue, Onslow generally as indicated on the attached Figure.

The proposal includes the construction of three new dwellings, two of which will have access off First Avenue, while the third will have access off the Right of Way (ROW) located at the rear of the property. This review has been prepared to address perceived traffic issues relating to the adequacy of the existing ROW to accommodate the additional traffic in a two way one lane opposing flow configuration. This assessment has been prepared in accordance with appropriate traffic engineering standards including Austroads and Australian Standards.

1.1. Background and Existing Situation

The subject site is located on the west side of First Avenue, approximately 80m north of Simpson Street, in the Onslow Townsite. There is no existing development at Lot 305 First Avenue and it currently comprises a vacant site. Properties to the south consist of 3 single residential properties with access to both First Avenue and the rear ROW. It is understood that the two most southern properties abutting the ROW (Lots 308 and 309) are to be developed as residential units and will include a widening of the ROW to 6 metres along the section abutting the lots. Similarly, lots along Second Avenue abutting the ROW consist of a single residence (Lot 310), a mixed commercial and residential development (Lot 311) and an undeveloped lot (Lot 312). It is understood that the ROW adjacent to Lot 311 is to be widened by 0.5 metres to give an overall width of 5.5 metres.

The DPA is submitting a Development Application (DA) to allow for the development of Lot 305 on the basis of the rear 4-bedroom residence only having access to and from the road network via the rear ROW. Provision is made for two onsite parking bays at the rear residence. As part of its DA submission, the DPA has engaged Shawmac to provide a Traffic Engineering review with regard to the adequacy of the existing ROW at the rear of the site to operate as a two-way system in a single lane (5.0 metre) configuration. It is envisaged that the rear 0.5m of Lot 305 will be ceded to the crown to enable the ROW to be widened. The ROW width varies from 6 metres to 5 metres along its length as detailed on Drawing SK 17A

No traffic data was available for the ROW which is currently unsealed and likely to be unused; currently.

1.2. Traffic Engineering Review

The pre-existing land uses along Second Avenue and First Avenue which abut the ROW are expected to generate in the order of 30 vehicle movements a day, the majority of which are expected to access and egress the properties from First Avenue and Second Avenue.

With the redevelopment of the respective sites abutting the ROW, traffic generation is expected to increase with a higher portion of traffic accessing and egressing properties from the ROW. Whilst the detailed development proposals for sites are not known, a reasonable assessment of likely generation potential can be made from the zoning of the sites and their respective development potential. A summary of that assessment is shown on Table 1 below.

As part of the development of Lot 305, DPA are proposing to give up 0.5 metres to the ROW at the rear of the site to increase the width to 5.5 metres.

Second Avenue	Lot 312	5.0 metres wide 5.5 metres proposed		Lot 305 – Traffic generation onto ROW 8 trips per day	First Avenue
		4 trips in (2 way one lane)	4 trips out (2 way one lane)		
	Lot 311 – Mixed commercial / residential assume 50 trips per day with 20 trips using the ROW.	5.5 metres wide		Lot 306 – Single residential – total trip generation 8 trips per day; assumed load onto ROW – 2 trips per day.	
		14 trips in (2 way one lane)	14 trips out (2 way one lane)		
Lot 310 - Single residential – total trip generation 8 trips per day; assumed load onto ROW – 2 trips per day.	5.0 metres wide		Lot 307 – Single residential – total trip generation 8 trips per day; assumed load onto ROW – 2 trips per day.		
	16 trips in (2 way one lane)	16 trips out (2 way one lane)			
Lot 309 – Assume 16 units generating 128 trips per day – assume all access the site via the ROW (in only).	6.0 metres wide		Lot 308 – Assume 16 units generating 128 trips per day – assume all access the site via the ROW (in only)		
	272 trips in (2 way two lane)	16 trips out (2 way two lane)			

The likely level of daily traffic using that portion of the ROW constructed as a single lane two way system is estimated to be in the order of 32 movements with 16 movements in and 16 movements out.

Given the nature of the adjoining developments which are predominantly residential, it is expected that in the morning dominant flow would be exiting the ROW with a peak hour split expected to be in the order of 3 vehicles out and 1 vehicle in, with the evening peak hour flow being the reverse (3 vehicles in, 1 vehicle out). South of Lot 307, traffic moving into and out of the ROW would be expected to be in the order of 4 vehicles out and 9 vehicles in the morning peak and 20 vehicles in and 2 out in the evening peak hour. South of Lot 307 the ROW is to be 6.0 metres wide and no conflict between opposing traffic is likely.

North of Lot 307, there is the potential for conflict between opposing vehicles given the narrower ROW width. In the morning peak hour the time that a south bound vehicle would be in that section of ROW is estimated at about 22 seconds (based on a speed of 10 km/h and a length of 60 metres)

The probability that a south bound vehicle is in the narrow section of ROW at any time within the morning peak hour is given by the number of outbound vehicles using the ROW in the hour times the average vehicle transit time along the narrow section of ROW ($3 \times 22 = 66$ seconds) relative to the period under review (1 hour). This estimates that the probability that a southbound vehicle would be encountered in the narrow section of ROW at any time within the peak hour is 0.018 (or a 1 in 55 chance). Similarly, the probability that a northbound vehicle will be in the narrow section of ROW at any time during the morning peak hour is estimated at 0.006 (1 in 166).

The probability that a southbound vehicle and a northbound vehicle would be in the narrow section of ROW at the same time during the morning peak hour is given by the product of the two

probabilities; that is 0.00011 or 1 in 9,000. Given the predicted infrequency of opposing vehicles meeting, the potential for disruption is low and if and when it did occur, the length of wait for any one vehicle is likely to be less than 20 seconds which is tolerable and equates to a Level of Service of B.

A review of the sightlines has been undertaken as a desktop exercise and it is considered that should opposing vehicles try to enter the narrow section of ROW at the same time, there are adequate sightlines in place for vehicles to sight each other in sufficient time to safely travel through the two way one lane section of the ROW.

A power pole is located in the ROW approximately 21 metres from the south-eastern corner of Lot 305 and approximately 1m off Lot 306's southern boundary and as such reduces the ROW width at that point to about 4 metres. Given the intention for the ROW to operate in a two way one lane configuration in this vicinity, no adverse impact is expected. Notwithstanding this, the pole should be clearly delineated with retro-reflective treatment to reduce the risk of collision by vehicles.

The operation of longer sections of two way one lane ROW's under much higher traffic volumes is common in many inner urban areas where they operate without posing unacceptable risks, delays or adverse impacts.

1.2.1. Conclusions

The proposed car parking layout and associated site access arrangements to the rear residence proposed on Lot 305 First Avenue is considered appropriate with all expected vehicle movements expected to be safely accommodated into and out of the car parking areas off the existing width ROW.

The expected volumes associated with accessing the development via the ROW are expected to be very low particularly during the roadway peak periods and the likelihood of conflict between opposing traffic within the ROW is commensurably very low.

Should opposing vehicles enter the narrow ROW at the same time, adequate sightlines are in place with the vehicles traversing the ROW at very low speeds for opposing vehicles to sight each other well in advance of potential conflict and take appropriate action to allow one way opposing flow to occur.

In conclusion, based upon the results of the traffic and sightline assessment, there are no anticipated safety or operational concerns associated with the proposal and is therefore supported from a traffic perspective. However it is recognised that Whelans are undertaking a ROW review on behalf of the Shire of Ashburton and the outcome of Whelans' review might determine the ROW usage.

Should you have any queries, please do not hesitate to contact me at 9355 1300 or on my mobile 0408 164 187.

Yours sincerely,



Tony Shaw. BSc Dip Eng Surv Grad Dip Bus MIPWEA RABQSA
Director



Figure 1 – ROW Detail



Government of **Western Australia**
Department of **Transport**

Mr Rob Paull
Principal Town Planner
Shire of Ashburton
246 Poinciana Street
Tom Price WA 6751

31 October 2013

Dear Rob

Interim Plan for the Permitted Uses within the Beadon Creek Boat Harbour

Following the meeting held on the 22 October 2013 between yourself, Mr Martin Baird and Mr Larry Adams I wish to advise of the Department of Transport (DoT) intention to provide the Shire of Ashburton (SoA) with a document/plan to assist in the review of development applications in Beadon Creek Boat Harbour.

This interim documentation is only intended for use until such time that a Development Plan can be completed.

The attached Permitted Use Plan and Permitted Use Document outlines what the DoT intends as an allowable use in particular areas within the Boat Harbour Reserve.

I confirm that the DoT will ensure the following:

1. Setbacks

The required setbacks in relation to the development of fixed structures within areas 1 and 5 as shown on the attached Permitted Use Plan are:

- Area 1 - 50m from the existing Tourism zone boundary
- Area 5 - 50m from the existing Tourism zone boundary

2. Hours of Operation

The hours of operation in the Boat Harbour Reserve will generally only be within the hours of daylight.

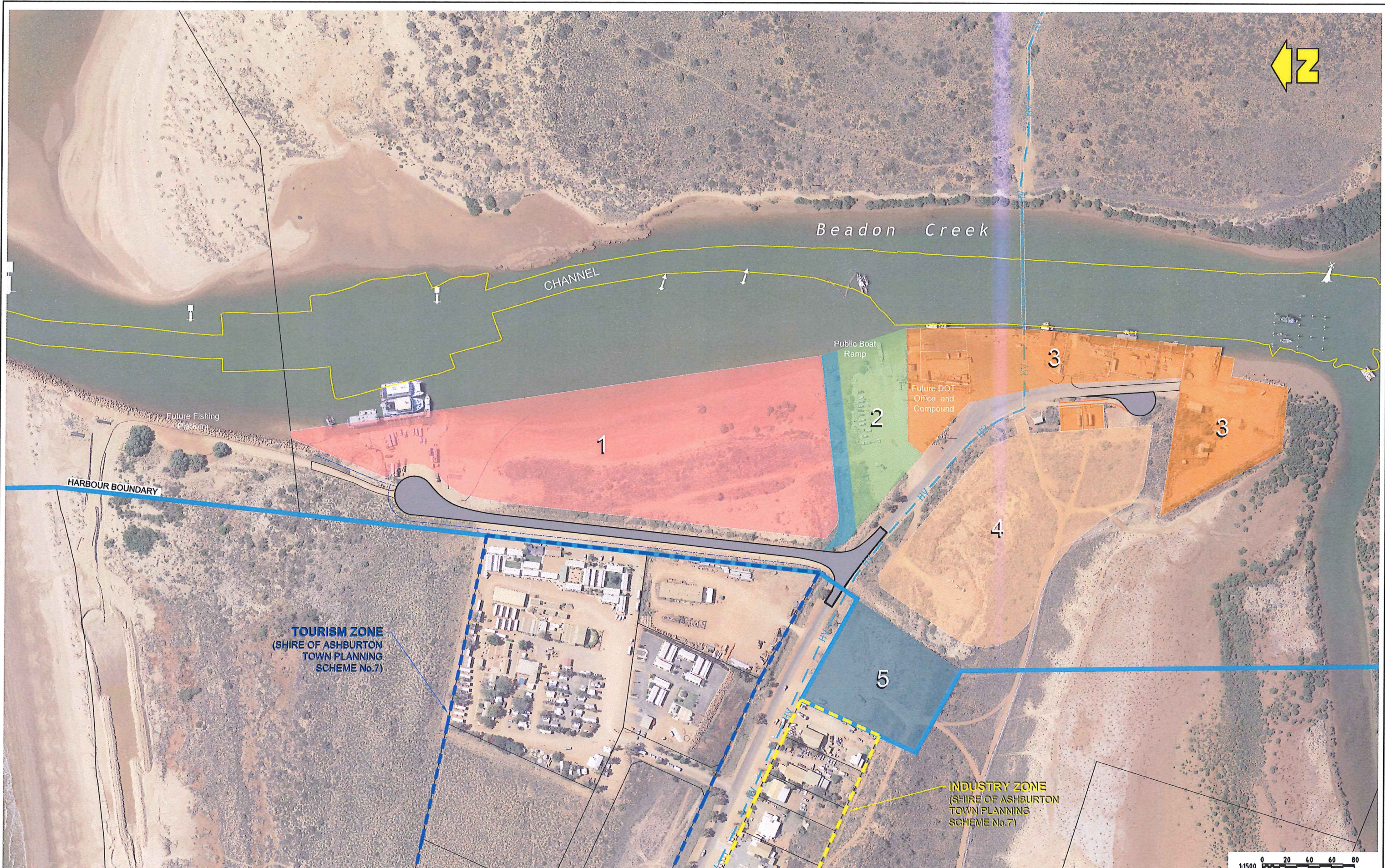
However please note this facility area has depth limitations and as such vessels using this facility may need to operate on favourable tides. If this occurs only onshore activities related to the safe berthing of vessels and crew transfers will be allowed.

If you have any queries in relation to this matter please do not hesitate in contacting Mr
Larry Adams on 9435 7579.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Steve Jenkins', written over a large, light-colored circular scribble or stamp.

Steve Jenkins
Executive Director Coastal Infrastructure



REV#	DATE	AMENDMENT	DRN	DESIGN APPROVAL
B	30.10.13	ISSUED TO SHIRE OF ASHBURTON	BS	
A	22.10.13	ISSUED FOR COMMENT	BS	
ORIG SIZE	AI/FILM	FILE No	© CROWN COPYRIGHT	
A1				

GENERAL NOTES

1. ONSLOW_BEADON_CREEK_JUL_2012_MOSAICECW AERIAL PHOTOGRAPHY BASE
2. THIS DRAWING IS TO READ IN CONJUNCTION WITH DOT'S APPROVED PERMITTED USE DOCUMENT

SCALE: 1: 1500 @ A1

UNLESS OTHERWISE STATED DIMENSIONS IN METRES

HORIZ: MAP GRID OF AUSTRALIA BASED ON GDA 94 - ZONE 50

VERT: CHART DATUM (approx LAT) WHICH IS 3.620m BELOW TIDAL BENCHMARK 8879 AND 3.505m BELOW TIDAL BENCHMARK 8 934 AND 3.499m BELOW DOT 001

BAR MEASURE INDICATES IF SCALES HAVE BEEN VARIED

DESIGNED	APPROVED
CHECKED	APPROVED
DRAWN	APPROVED
CHECKED	APPROVED
PROJECT MANAGER	AUTHORISED
L ADAMS	


DIRECTOR MARITIME PLANNING

Department of Transport

**ONSLOW - BEADON CREEK
DEVELOPMENT & INVESTIGATIONS
PERMITTED USE PLAN**

DRAWING NUMBER **0094 - 35 - 01**

REV# **B**



Onslow – Beadon Creek Permitted Use Document

Area 1

Crew Transfers
Charter Operations
Loading/unloading equipment/supplies to vessels
RO/RO Facilities
Maintenance/repairs of plant
Minor vessel maintenance
Minor engineering and fabrication
Storage/laydown of equipment/supplies
Dry Storage/Cold Storage
Administration Offices
Workshop Buildings
Recreational Boating Facilities
Vessel storage - pens, boat stacker
VMR Building

Area 2

Public Boat Launching Facility

Area 3

Loading/unloading equipment/supplies to vessels
Infrastructure – Seawater extraction activities
Maintenance/repairs of plant
Maintenance of vessels
Engineering and fabrication
Storage/laydown of equipment/supplies
Dry Storage/Cold Storage
Fuel store/dispense
Crew transfers
Charter operations
DoT Office
Administration Offices
Workshop Buildings
Imported bulk rubbish removal

Area 4

Maintenance/repairs of plant
Engineering and fabrication
Storage/laydown of equipment/supplies
Dry Storage/Cold Storage
Maintenance of vessels
Administration Offices
Workshop Buildings
Infrastructure – Desalination Plant

Area 5

Maintenance/repairs of plant
Engineering and fabrication
Storage/laydown of equipment/supplies
Dry Storage/Cold Storage

Maintenance of vessels
Charter operations – commercial dive/tourist dive
Administration Offices
Workshop Buildings

4A Rous Head Road
PO Box 210
North Fremantle WA 6159
ABN: 81 091 839 619



Telephone +61 8 9430 5889
Fax: +61 8 9430 5577
e-Mail: info@totalams.com.au
www.totalams.com.au

Development Application

Lot 8
Department of Transport
Onslow (Beadon Creek) Maritime Facility

May 2013

1. Introduction

This Planning Application is submitted By JAG Marine Holdings Pty Ltd ('JAG') in order to obtain Department of Transport ('DOT') Approval, and Shire of Ashburton ('SOA') Planning Approval for the proposed Lot 8 Beadon Creek Laydown Yard Facility development works at the DOT Onslow (Beadon Creek) Maritime Facility.

JAG is the Lessee of Lot G and Lot 8 at the Beadon Creek Maritime Facility and is an existing ratepayer to the Shire of Ashburton.

The primary purpose of the proposed Laydown Yard Facility is to provide a laydown storage yard and enable general purpose logistic and operational support to the commercial marine operations performed by the Proponent, its associate companies and their customers at existing adjacent facilities at Beadon Creek Onslow WA.

The proponent is confident that this proposal is consistent with the Shire of Ashburton published plans for development which include an expanded light industrial area, including within the boundaries of the DOT Onslow Maritime Facility.

The proponent is also confident that the extent of this proposal is within the terms of the Unimproved Land Lease for Lot 8 and is entirely consistent with DOT plans for development of the Beadon Creek Maritime Facility.

It should be noted that JAG is a wholly owned subsidiary of the Western Australian based marine services company Total AMS Pty Ltd ('TAMS'), part of the TAMS Group.

1.1. Site Plan

The Site Plan for Lot 8 is attached as **Appendix 1**.

1.2. Land Ownership

The land subject to this planning approval is shown in **Table 1** below:

Land Subject to Planning Application			
Lot No.	Plan No.	Tenure	Proprietor
Lot 8	Reserve 30711	Lease to JAG Marine Holdings Pty Ltd	Minister for Transport

1.3. Project Plan

Stage	Description
1	Lot 8 Site Development, including cleared, levelled, compacted, fenced laydown yard
2	Installation of Cyclone Rated Transportable Buildings and Cyclone Rated Workshop Dome Shelters
3	Installation of Desalination Plant

1.4. Estimated Cost of Development

1.4.1. The estimated cost of Stage 1 development of Lot 8 is approximately **\$1.25 Million**

1.4.2. The estimated cost of Stage 2 development is approximately \$250,000

1.4.3. Stage 3 plans are in development plan and are not fully costed.

1.5. Project Timeline

Stage	Description	Includes	Duration (Weeks)
1	Site Development	<ul style="list-style-type: none"> • Clearing • Levelling • Compaction • Security Fencing • Gates 	8 weeks
2	Installation of Cyclone Rated Transportable Buildings and Cyclone Rated Workshop Dome Shelters	<ul style="list-style-type: none"> • Site Offices • Amenities • Workshop & Storage Containers • Dome Shelter Structure 	8 weeks
3	Future Installation of Desalination Plant	<ul style="list-style-type: none"> • Containerised Desalination Plant • Water Storage Tanks 	TBA

2. Planning Approval Process

In accordance with the terms of the Lot 8 Unimproved Land Lease, JAG seeks approval from DOT, and also Planning Approval from SOA to proceed with the development of Lot 8 in accordance with JAG proposals to DOT, and the permitted use for the Land as confirmed in the DOT Ground Lease for Lot 8 which are tabled below:

Item	Permitted Use Under Terms of DOT Lease
(a)	Lay down yard
(b)	Site office and amenities buildings
(c)	Workshop buildings
(d)	General storage racks
(e)	Small vessel and equipment storage
(f)	General vehicle and plant parking
(g)	Desalination and storage of seawater and fresh water

3. Site Levels

JAG proposals were originally based on a finished site level for Lot 8 of RL 4.5m which is consistent with the site level at the Beadon Creek fuel storage facility (Lot P).

JAG is also aware of SOA concerns arising from Flood Studies of the Onslow region and new development levels at Onslow, and we are amenable to an increase in the finished site level to +5.0m if this becomes a requirement to satisfy SOA.

The proposed site levels are consistent with protecting the site from inundation from extreme weather events.

4. Construction Plan – Stage 1 Development

JAG has worked with DOT to develop a construction plan which satisfies DOT contribution requirements for the Unimproved Land Lease, and also provides additional land improvement to Lots 19,20 & 21.

4.1. Native Vegetation Clearing Permit

A Department of Environment & Conservation Permit No. 4495/1, for the clearing of native vegetation is already in place for the DOT Onslow Beadon Creek Facility and a copy of this document is included as **Appendix 2**.

4.2. Drilline Site Development Execution Plan

JAG has worked with the DOT and civil contractor Drilline Pty Ltd ('DRILLINE') to develop construction methodology, plans and estimates for the Lot 8 Site Development workscope. A copy of the DRILLINE Execution Plan is attached as **Appendix 3**.

4.3. Access to Lot 8 for Machinery

Traffic management for the Stage 1 Site Development works will be minimised through approval for vehicle access between Lots 8, 9, 19,20 & 21. This is depicted on TAMS drawing 557-300-1 attached.

4.4. Access to Lot 19,20 & 21 for Rock Removal

Under the terms of the Lot 8 lease, JAG has an arrangement in place with DOT whereby suitable material extracted during the levelling of Lots 19,20 & 21 can be crushed and re-used for the compacted road base at Lot 8.

4.5. Short Term Rental of Lots 19, 20 & 21

To provide a site office and temporary laydown yard during the development of Lot 8, 19,20 & 21 TAMS, and to provide for ongoing marine services logistics operations during the development works at Lot 8, JAG has proposed to DOT a short term rental of a portion of Lots 19,20 & 21 of approximately 5000m².

5. Construction Plan - Stage 2 Development

The construction plan for Stage 2 of the Lot 8 development includes:

- site preparation and placement of transportable buildings including site office and amenities.
- site preparation of placement of ISO containers and erection of Dome Shelter

The proposed buildings will be installed in accordance with region D requirements.

Supplier drawings of the proposed buildings are attached.

The proposed site levels are consistent with protecting the site from inundation from extreme weather events.

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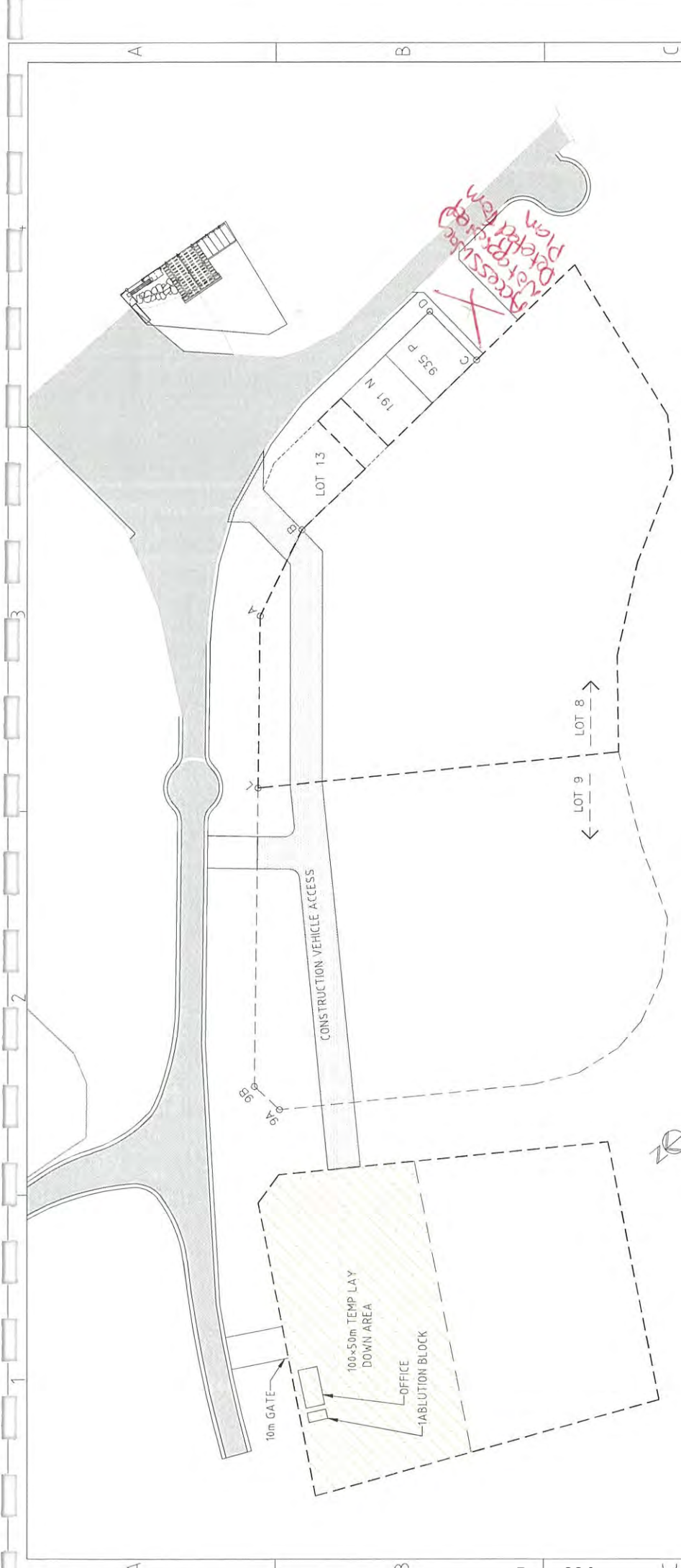
Supplier drawings of the proposed buildings are attached.

6. Drawings

The following drawings are attached and are relevant to this proposal and are attached as **Appendix**

4.

Item	Drawing No	Description
1	DOT 537-23-01A	DOT Lot 8 Site Plan
2	DOT 537-02-01L	DOT Onslow Maritime Facility Overall Lease Plan
3	TAMS 557-207	TAMS Onslow Ground Work Layout 1/3
4	TAMS 557-207A	TAMS Onslow Ground Work Layout 2/3
5	TAMS 557-207B	TAMS Onslow Ground Work Layout 3/3
6	TAMS 557-308A-1	TAMS Onslow Ground Work Layout Levels 1/2
7	TAMS 557-308B-1	TAMS Onslow Ground Work Layout Levels 1/2
8	TAMS 557-300	Lot 8 Site Layout & Buildings
9	TAMS 557-300-1	Lot 8 Site Plan Construction Earthworks
10	AMS 4554-AR-01	Transportable Site Office A (3 Room)
11	AMS 4852-4855- AR-01	Transportable Site Office B (Open)
12	TD-D01	12x3 Transportable Building Foundations
13	Pigdon Portables 12551-52	Transportable Ablution Block
14	TD-D01	6x3 Transportable Building Foundations
15	Brochure PORT 1712	PORT Dome Shelters



PROPOSED LOT 8 LAYOUT

CONCEPT ONLY

total AMIS

44 Reus Head Road
 North Fremantle WA 6159
 PO Box 210 North Fremantle
 WA 6159
 TEL: (81) 9430 5889
 FAX: (81) 9430 5577
 EMAIL: info@totalamis.com.au

SITE PLAN

CONSTRUCTION TEMPORARY LAYDOWN & ACCESS TO LOT 8

UNLESS OTHERWISE STATED ALL DIMENSIONS IN MILLIMETRES

DRN	LEEY	CHKD.	PATRICKG
DATE	04.06.2013	APPD.	PATRICKG
SCALE	NTS		
PROJECT	557	DRAWING No	P557-300
REV	I		

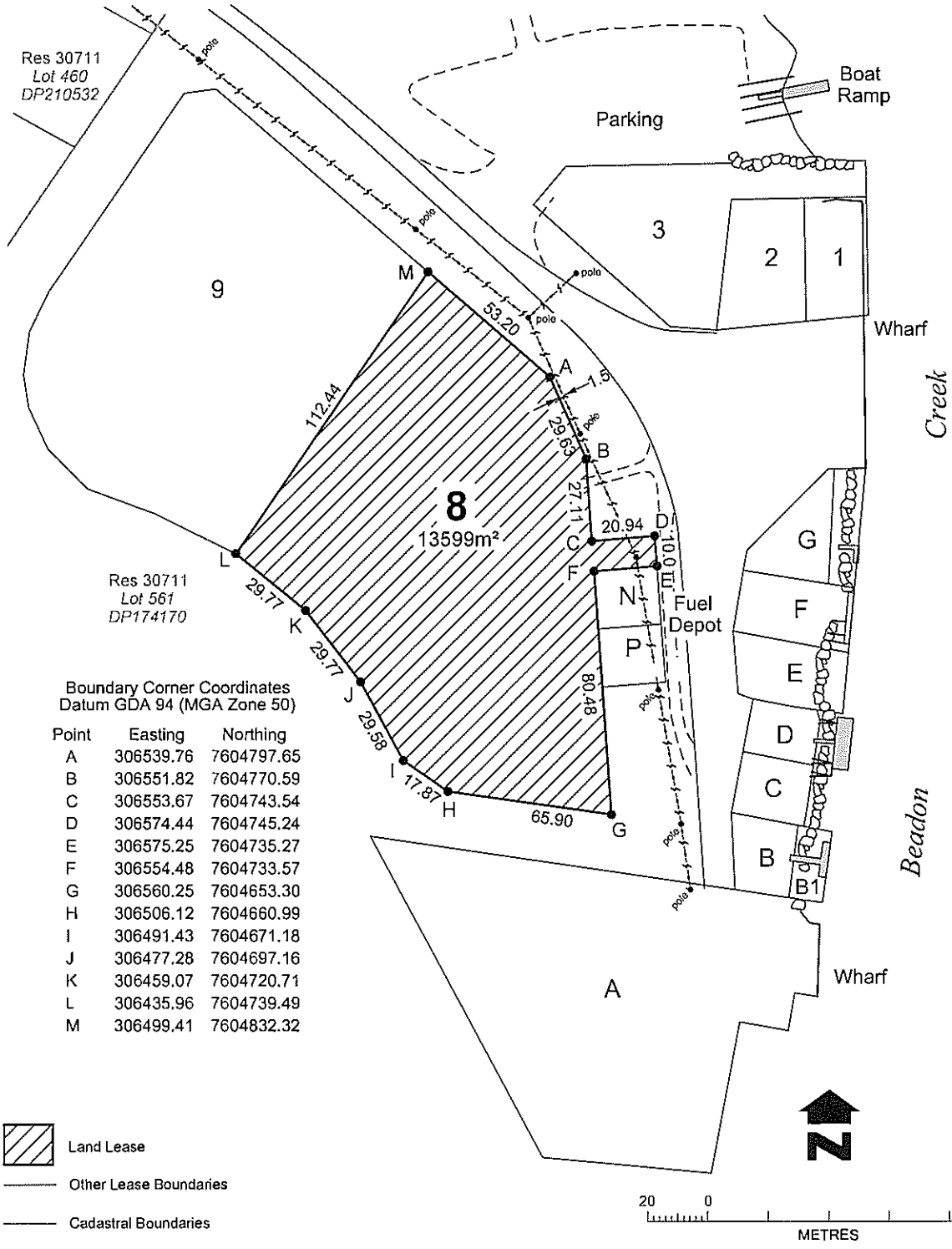
REV	DESCRIPTION	DATE	DRN
1	FIRST ISSUE	04.06.2013	

Appendix 1

Lot 8 Site Plan

ANNEXURE "A" ONSLow BEADON CREEK LAND LEASE SITE PLAN LOT 8

THAT PORTION OF ONSLOW LOT 561 DP174170 ON RESERVE 30711
AS SHOWN HATCHED ON PLAN 537-23-01A COMPRISING A TOTAL AREA OF 13599 SQUARE METRES.



Boundary Corner Coordinates
Datum GDA 94 (MGA Zone 50)

Point	Easting	Northing
A	306539.76	7604797.65
B	306551.82	7604770.59
C	306553.67	7604743.54
D	306574.44	7604745.24
E	306575.25	7604735.27
F	306554.48	7604733.57
G	306560.25	7604653.30
H	306506.12	7604660.99
I	306491.43	7604671.18
J	306477.28	7604697.16
K	306459.07	7604720.71
L	306435.96	7604739.49
M	306499.41	7604832.32

- Land Lease
- Other Lease Boundaries
- Cadastral Boundaries

Subject to Survey

PREPARED BY
CARTOGRAPHIC SERVICES
1 ESSEX STREET FREMANTLE

Drawn by: P Einam	Examined by Coordinator Cartography:
Date: 26th March 2013	S Ozolins <i>S. Ozolins</i>
	Date: <i>26th March 2013</i>



PLAN 537 - 23 - 01A

Appendix 2

Native Vegetation Clearing Permit



Government of Western Australia
Department of Environment and Conservation

0121/02/1256

Your ref:
Our ref: CPS 4495/1
Enquiries: Abbie Crawford
Phone: 9219 8744
Fax: 9219 8701
Email: nvp@dec.wa.gov.au

Mr Steve Jenkins
Department of Transport
PO Box 402
FREMANTLE WA 6959

RECEIVED RECORDS
14 SEP 2011
ACTION OFFICER
OBJECTION ID: CA 1.5.8.02.55

Attention: Robin Piggford

Dear Mr Jenkins

PERMIT TO CLEAR NATIVE VEGETATION UNDER THE ENVIRONMENTAL PROTECTION ACT 1986

I refer to your application submitted on behalf of the Minister for Transport to clear 6 hectares of native vegetation within Crown Reserve 30711, being Lot 561 on Plan 174170 and Lot 460 on Plan 210532, Onslow, for the purpose of constructing marine and harbour services facilities and access roads (reference CPS 4495/1).

Please find enclosed a permit to clear native vegetation granted under s.51E of the *Environmental Protection Act 1986*. This permit authorises the Minister for Transport to clear, subject to certain terms, conditions or restrictions. A copy of the permit is now available for the public to view, as required by the regulations.

A copy of the Decision Report is attached for your information. The Decision Report is also available for the public to view.

Please read the permit carefully. If you do not understand the permit, contact the Department of Environment and Conservation (DEC) immediately. Be aware that there are penalties for failing to comply with the requirements of your permit.

If you are aggrieved by this decision an appeal may be lodged with the Minister for Environment. If you choose to appeal, it must be in writing, clearly set out the grounds of your appeal, and be received by the Minister within 21 days of being notified of the decision. More information on lodging an appeal is available from the Office of the Appeals Convenor on telephone 6467 5190. Completed appeals should be posted or delivered to:

Office of the Appeals Convenor
Level 22 Forrest Centre
221 St George's Terrace, PERTH WA 6000
Tel: 6467 5190 Fax: 6467 5199
Email: admin@appealsconvenor.wa.gov.au
Web: www.appealsconvenor.wa.gov.au

Third parties may also appeal against the grant of this permit or its conditions.

Native Vegetation Conservation Branch
Phone: (08) 9219 8700 or (08) 9219 8744 Fax: (08) 9219 8701 Email: nvp@dec.wa.gov.au
Postal Address: Locked Bag 104, Bentley Delivery Centre, BENTLEY WA 6983
www.dec.wa.gov.au/nvc
wa.gov.au

DECLASSIFIED

Please note that clearing must not commence until the date stated on the permit, or in the event of an appeal, after the appeal has been determined and the Permit Holder has been notified that they may proceed.

Be aware also that compliance with the terms, conditions or restrictions of this permit does not absolve the Permit Holder from responsibility for compliance with the requirements of all Commonwealth, State and Local Government legislation.

It is noted that the individual lessees will be responsible for obtaining development approval from the Shire of Ashburton. Please ensure that all statutory approvals are obtained prior to the commencement of clearing.

If you have any queries regarding this approval, please contact Abbie Crawford at the Department's Native Vegetation Conservation Branch on 9219 8744.

Yours sincerely



Kelly Faulkner
MANAGER
NATIVE VEGETATION CONSERVATION BRANCH

*Officer delegated under Section 20
of the Environmental Protection Act 1986*

8 September 2011

Attached: Clearing Permit (CPS 4495/1), Plan 44951 and Decision Report.
Fact Sheet: Complying with your Clearing Permit



CLEARING PERMIT

Granted under section 51E of the Environmental Protection Act 1986

PERMIT DETAILS

Area Permit Number: 4495/1

File Number: 2011/006380-1

Duration of Permit: From 3 October 2011 to 3 October 2013

PERMIT HOLDER

Minister for Transport

LAND ON WHICH CLEARING IS TO BE DONE

Lot 561 on Deposited Plan 174170 (Onslow 6710 – Reserve 30711)

Lot 460 on Deposited Plan 210532 (Onslow 6710 – Reserve 30711)

AUTHORISED ACTIVITY

The Permit Holder shall not clear more than 6 hectares of native vegetation within the area hatched yellow on attached Plan 4495/1.

CONDITIONS

Nil.

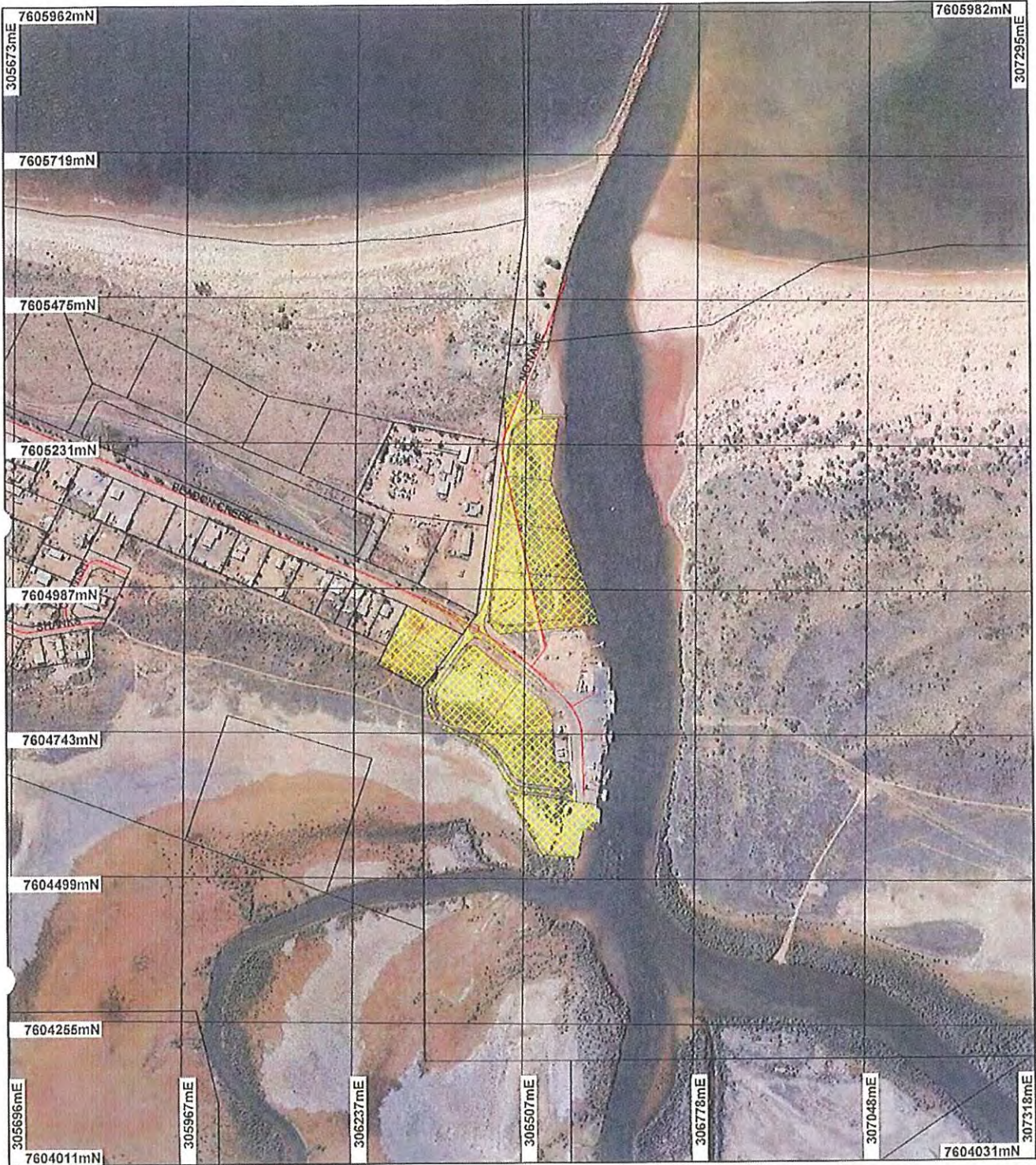
A handwritten signature in black ink, appearing to be "K Faulkner", written over a horizontal line.

Kelly Faulkner
MANAGER
NATIVE VEGETATION CONSERVATION BRANCH

*Officer delegated under Section 20
of the Environmental Protection Act 1986*





8 September 2011

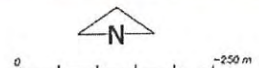
Plan 4495/1



LEGEND

Clearing Instruments

-  Areas Approved to Clear
-  Road Centrelines
-  Cadastre
-  Pilbara Coastline Exmouth Cape Preston 50cm Orthomosaic - Landate




Scale 1:8968

(Approximate when reproduced at A4)

Geocentric Datum Australia 1994

Note: the data in this map have not been projected. This may result in geometric distortion or measurement inaccuracies.

 Date 8/7/11
K Faulkner

Officer with delegated authority under Section 20 of the Environmental Protection Act 1986

Information derived from this map should be confirmed with the data custodian acknowledged by the agency acronym in the legend.



Department of Environment and Conservation

Our environment, our future
WA Crown Copyright 2002



1. Application details

1.1. Permit application details

Permit application No.: 4495/1
Permit type: Area Permit

1.2. Proponent details

Proponent's name: Minister for Transport

1.3. Property details

Property: LOT 561 ON PLAN 174170 (Lot No. 561 BEADON CREEK ONSLOW 6710)
LOT 460 ON PLAN 210532 (Lot No. 460 BEADON CREEK ONSLOW 6710)
Local Government Area: Shire of Ashburton
Colloquial name: Onslow (Beadon Creek) Maritime Facility

1.4. Application

Clearing Area (ha)	No. Trees	Method of Clearing	For the purpose of:
6		Mechanical Removal	Building or Structure

1.5. Decision on application

Decision on Permit Application: Grant
Decision Date: 8 September 2011

2. Site Information

2.1. Existing environment and information

2.1.1. Description of the native vegetation under application

Vegetation Description	Clearing Description	Vegetation Condition	Comment
The area under application is mapped as Beard Vegetation Association 676 which is described as 'Succulent steppe; samphire' (Shepherd, 2009).	This application proposes to clear 6 hectares of native vegetation for the purpose of constructing marine and harbour facilities and an access road. The area under application has historically been subjected to numerous disturbances and is consequently in a degraded (Keighery, 1994) condition.	Degraded; Structure severely disturbed; regeneration to good condition requires intensive management (Keighery 1994)	The condition of the vegetation was determined via digital imagery (Pilbara Coastline Exmouth Cape Preston 50cm Orthomosaic - Landgate 2004).

3. Assessment of application against clearing principles

Comments **Proposal is not likely to be at variance to this Principle**
This application proposes to clear six hectares of native vegetation within Lot 561 on Plan 174170 and Lot 460 on Plan 210532 (Reserve 30711), Onslow, for the purpose of constructing marine and harbour facilities and an access road.

The proposed marine and harbour facilities are located on Beadon Creek in Onslow. This area at Beadon Creek has traditionally been used for recreational, fishing and charter operations. Due to the previous/ongoing land use the area has been subjected to numerous disturbances and is consequently in a degraded (Keighery, 1994) condition.

No rare or priority flora has been recorded within a 10km radius of the area under application.

The area under application is located within the Pilbara Interim Biogeographic Regionalisation of Australia (IBRA) bioregion. This IBRA bioregion has approximately 100 per cent of its Pre European vegetation extent remaining (Shepherd, 2009).

The vegetation under application is mapped as Beard Vegetation Association 676 which has approximately 100 per cent of its Pre European extent remaining in the Pilbara bioregion (Shepherd, 2009).

Given the large proportion of native vegetation remaining in the local and regional context the six hectares of vegetation under application is not considered to be a significant remnant.

The area proposed to be cleared is located on Beadon Creek and consequently vegetation associated with a watercourse is likely to be removed. The disturbance caused by the clearing may increase sedimentation levels in Beadon Creek, however this impact will be short term and is not predicted to cause any significant deterioration in the quality of surface water.

Therefore this application may be at variance to principle (f) and is not likely to be at variance to any of the remaining clearing principles.

Methodology **References:**
Keighery (1994)
Shepherd (2009)

GIS Database:
- Hydrography linear
- Pre European Vegetation
- SAC Biodatasets - accessed 2 August 2011

Planning instrument, Native Title, Previous EPA decision or other matter.

Comments

The care, control and management of Reserve 30711 is under a Management Order to the Minister for Transport for the designated purpose of 'Harbour Purposes'.

Under Section 9 of the Marine and Harbours Act 1981 the Minister for Transport has the power to lease the land. Under this power the Minister for Transport is leasing land at Beadon Creek and is currently seeking approval to clear the lease areas. Once the land is leased it will be the responsibility of the Lessees to obtain development approval from the Shire. The Department of Transport requires all non government lessees of its land to seek and obtain normal statutory planning and building approvals with respect to areas under lease and development can not proceed prior to these approvals being received.

The area under application falls within the Pilbara Groundwater Area which is an area proclaimed under the Right In Water and Irrigation Act 1914.

The area under application is zoned as 'industry'.

Methodology **GIS databases:**
- RIWI Act, Groundwater Areas
- Town Planning Scheme Zones

4. References

- Keighery, B.J. (1994) Bushland Plant Survey: A Guide to Plant Community Survey for the Community. Wildflower Society of WA (Inc). Nedlands, Western Australia.
- Shepherd, D.P. (2009) Adapted from: Shepherd, D.P., Beeston, G.R., and Hopkins, A.J.M. (2001), Native Vegetation in Western Australia. Technical Report 249. Department of Agriculture Western Australia, South Perth.

5. Glossary

Term	Meaning
JCS	Biodiversity Coordination Section of DEC
CALM	Department of Conservation and Land Management (now BCS)
DAFWA	Department of Agriculture and Food
DEC	Department of Environment and Conservation
DEP	Department of Environmental Protection (now DEC)
DoE	Department of Environment
DoIR	Department of Industry and Resources
DRF	Declared Rare Flora
EPP	Environmental Protection Policy
GIS	Geographical Information System
ha	Hectare (10,000 square metres)
TEC	Threatened Ecological Community
WRC	Water and Rivers Commission (now DEC)



Complying with your Clearing Permit

Environmental Protection Act 1986

Please read the following information carefully before commencing any works under your Clearing Permit:

The Permit Holder

As the holder of a Clearing Permit, you are responsible for ensuring the requirements of the Clearing Permit are followed. To assist in understanding your Clearing Permit, please read through the following important points.

If you do not understand your Clearing Permit, please contact the Department of Environment and Conservation (DEC) immediately.

Clearing Permits are granted by the Director General (DG) or a Delegated Officer from DEC under section 51E of the *Environmental Protection Act 1986*.

Your Clearing Permit should be stored in a secure place, as it will provide a historical record of the authorised activity.

If you disagree with the decision

You may lodge an appeal with the Minister for the Environment if you are aggrieved by one of the following decisions by DEC:

- Refusal to grant a Clearing Permit
- Specification by the DG of any condition in the Clearing Permit
- Amendment, the revocation or suspension of the Clearing Permit

If you choose to appeal, it must be in writing (clearly set out the grounds of your appeal) and be received by the Minister within 28 days from the date of the decision. Please fax, post or deliver your appeal to the Appeals Convenor, Office of the Minister for the Environment, Level 22 Forrest Centre, 221 St George's Terrace, PERTH WA 6000 Fax: 6467 5199.

Third party appeals

Third parties also have rights of appeal where the third party disagrees with:

- Refusal of a Clearing Permit;

- Specification of a condition of a Clearing Permit;
- Amendment, revocation or suspension of a Clearing Permit; and
- The granting of a Clearing Permit.

If an appeal is lodged by a third party, the Appeals Convenor will notify you. The Clearing Permit shall be deemed not to have been granted until the appeal is determined. Do not commence clearing until the outcome of any appeal related to the Clearing Permit.

Public records

Regulations require DEC to notify the public of the decision to grant a Clearing Permit. Third parties can obtain copies of your Clearing Permit and the reasons why the decision was made.

Before commencing clearing

Clearing Permits are granted for a specific time period and often apply to a particular parcel of land. Before commencing clearing, ensure you fully understand the following items:

- *Duration of Clearing Permit:* Clearing must not commence until the date stated on the Clearing Permit, or where there is an appeal against the grant of the Clearing Permit, until notified of the outcome of the appeal. If the Clearing Permit has expired, and additional clearing is planned, a new Clearing Permit is required.
- *Land on which clearing is to be done:* Ensure the clearing is conducted on the land described under this section of the Clearing Permit.
- *Authorised activity:* Ensure your clearing activity is one that is described under this section of the Clearing Permit.
- *Definitions:* Some special terms may be defined to clarify requirements of the Clearing Permit. If a term has not been defined in the Clearing Permit, it is usually defined in the *Environmental Protection Act 1986*.



Conditions on the Clearing Permit

Conditions are placed on a Clearing Permit to prevent, control, abate or mitigate environmental harm or to offset the loss of the cleared vegetation. Conditions may relate to record keeping, reporting, replanting or other actions.

Keeping records and submitting reports: If your permit requires you to keep records, ensure that all records are submitted by the due date. If you are unable to submit the report in time, notify DEC as soon as possible.

Revegetating land: Some Clearing Permits require land to be revegetated. A number of organisations and companies can provide advice and services to maximise survival rates.

Amending the Clearing Permit: Once a Clearing Permit has been granted, you can, if required, apply to vary the Clearing Permit conditions and other items by submitting an Application for an 'Amendment to a Clearing Permit' (Form C4).

Transferring the Clearing Permit: If you are the holder of an "area permit" and you sell the property, the Clearing Permit may be transferred to the new owner by submitting a 'Notification of Change of Land Ownership' (Form C5).

Surrendering the Clearing Permit: The holder of a Clearing Permit may apply to surrender the Clearing Permit by submitting an 'Application to Surrender a Clearing Permit' (Form C6).

Compliance inspections: Inspections are a key activity of DEC and may be conducted at some point during the life of the Clearing Permit. The inspection may involve viewing the area cleared and conducting an audit against Permit conditions.

Additional information is contained in Fact Sheet 3: 'Compliance Inspections and Clearing Laws'.

Non compliance with conditions

In circumstances where a Clearing Permit breach occurs, the following procedure should be followed:

1. Correct the breach as soon as possible to minimise the level of environmental harm;
2. Notify DEC; and
3. Review your operating procedures to ensure that the breach does not occur again.

Although the *Environmental Protection Act 1986*, does not require mandatory disclosure of clearing that might constitute an offence, expeditious notification will be taken into account as a mitigating factor if enforcement action is taken. DEC's Enforcement and Prosecution Policy (2008) contains further information on voluntary disclosure.

If enforcement action is undertaken by DEC, your Clearing Permit may be suspended or revoked by the DG of DEC. Other actions including prosecution or restoration orders may also be taken.

On completion of clearing

On completion of the clearing, ensure that all records have been kept and reports have been submitted.

Other Laws

Many developments may require multiple approvals under State and Commonwealth legislation. Generally, approvals from the following agencies may be required:

- Local Government and Western Australian Planning Commission – planning approvals.
- Department of Water – taking water, commencing, constructing, enlargement, deepening or altering of any well, or obstructing, destroying or interfering with watercourses, races, drains, dams or reservoirs.
- DEC's Species and Communities Branch – taking protected flora or fauna.
- Department of Indigenous Affairs – protection of Aboriginal sites.
- Minister for the Environment – approval required for acts that are likely to have a significant impact on a world heritage area, national heritage area, wetland of international importance, listed threatened species and communities, listed migratory species and for nuclear actions and activities involving the marine environment.

This list should not be relied upon as a complete list of all necessary approvals. Permit Holders should obtain independent legal advice on their obligations where needed.

More information

Legislation

This document is provided for guidance only. It should not be relied upon to address every aspect of the relevant legislation. Please refer to the *Environmental Protection Act 1986* and Environmental Protection (Clearing of Native Vegetation) Regulations 2004, available from the State Law Publisher. Free electronic copies are available from www.slp.wa.gov.au.

Compliance assistance documents

Additional publications relating to clearing laws, clearing permits, and application forms are available online from www.dec.wa.gov.au/nvc or can be requested by phoning 9219 8744.

Compliance advice

For advice on complying with your permit, or any other related matter, please contact your nearest DEC Office:

Albany	9842 4500	Kununurra	9168 4200
Bunbury	9725 4300	Manjimup	9771 7988
Geraldton	9921 5955	Narrogin	9881 9222
Karratha	9143 1488	Perth	9219 8744
Department of Mines and Petroleum			9222 3570

Appendix 3

DRILLINE Construction Execution Plan



Onslow – TAMS Laydown Construction Project

Laydown Area Execution Plan

Location – TAMS Laydown Area - Onslow

REVISION STATUS RECORD

Revision	Date	Description of Revision	Originator	Approved
A	12-03-13	Initial Document	RS	

Latest revisions are highlighted in this document by *bold italic* text.



EXECUTION PLAN

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EXECUTION PLAN

1 INTRODUCTION

1.1 Rationale

This Execution Plan has been developed for the Total AMS Laydown Area Construction Project. The Execution Plan forms one part of the overall Quality Management System that has been developed for this Project.

This Plan is linked and supported by the following:

- Drilline Standard Management Systems (DIMS)
- Stakeholder Expectations
- Construction Programme
- Other Management Plans e.g. Quality, Safety, Environment, Communication.
- Project documentation including but not limited to procedures, work instructions and safe work method statements.

This Execution Plan shall provide a clear step by step understanding of the companies intended construction processes to fulfil the requirements under Contract.

The objective of the Execution Plan is to ensure that the completed project complies with safety, quality and environmental performance criteria as prescribed by the contract documentation and with Drilline quality standards.

1.2 Scope of Works

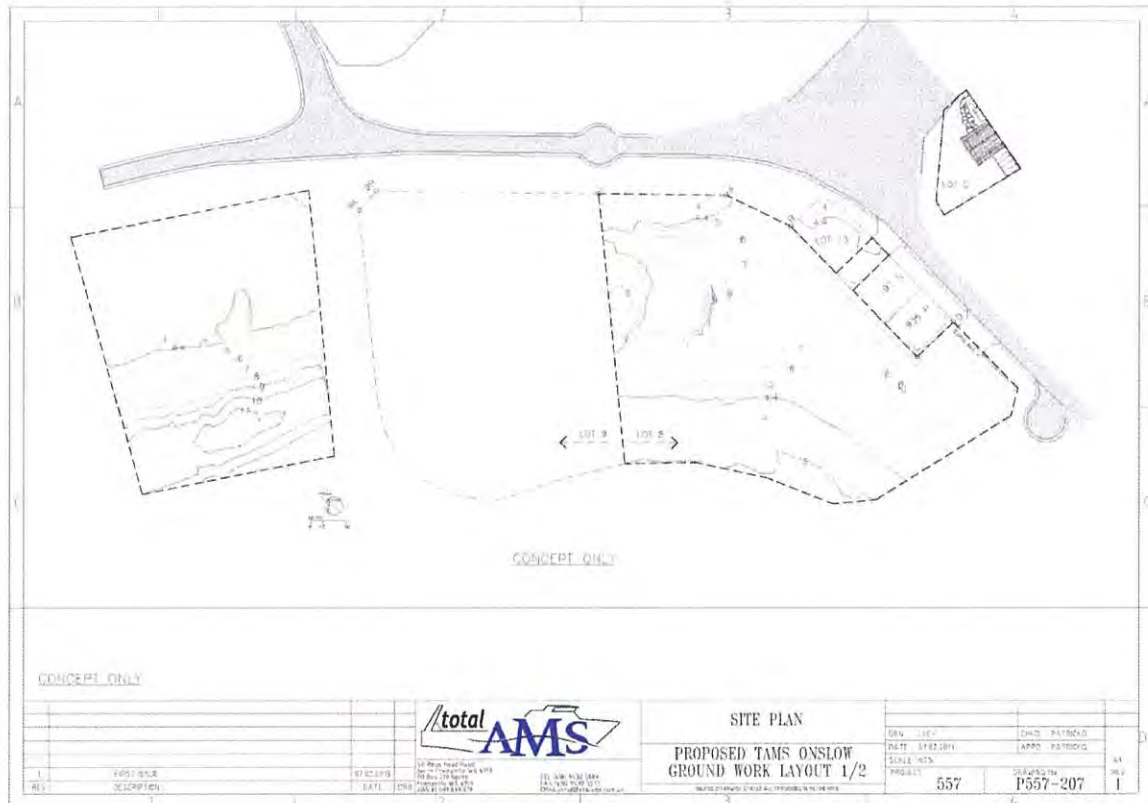
The location of the work area is on a block of land opposite the wharf within the township of Onslow. This block of land will be used as a laydown / storage facility for Total AMS (See Drawing No. P557-207). The work comprises of clearing / grubbing of vegetation and levelling / compaction of the block. The finish level will be R.L 4.5. The perimeter of the laydown facility will be enclosed with a cyclone rated fence.

The construction equipment will be supplied by Drilline, earthworks will be by Drilline and the ongoing operation of the facility will be undertaken by Total AMS. This construction execution plan shall describe the intended work process to allow for the safe construction of the Laydown / Storage facility.

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EXECUTION PLAN

1.3 Location of Works



2 PRELIMINARIES

2.1 Contractual and Technical Deliverables

The Project Manager will oversee all aspects of project preliminaries preparation before mobilisation of the project team to site. The pre-mobilisation deliverables will be review by the project management team and broken down into workable packages. These packages will be delegated to a team member for instigation by a set deadline. The tracking of the deliverables will be controlled by the Project Coordinator.

The control mechanisms and communication paths are detailed in the Communication Management Plan (*DLTAMS – CMP001- LA – Rev 0*). The pre-mobilisation contract deliverables are indicated on Construction Programme - (*DLTAMS – CP001 – LA – Rev 0*). The Project Programme will be used as the key tracking tools throughout the construction of the laydown / storage facility

2.2 Inductions, Training and Medicals

The HSEQ Manager will compile the names of all site based personnel. These people will then be programed in to undertake the site required medicals, D&A testing. The HSEQ Manager will liaise with the Client Representative (CR) to

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EXECUTION PLAN

organise and coordinate any induction and/or training needed prior to mobilisation.

A training matrix shall be compiled for use throughout the project to ensure all personnel are qualified to be on site.

2.3 Procurement

The Construction Programme details the items which are to be supplied by Drilline to perform the Work Under Contract (WUC).

The main objective is to ensuring there are no hold ups to the construction programme.

2.4 Mobilisation

The mobilisation of personnel and equipment will be coordinated from Drillines head office located in Perth. Initialisation will be planned and approved prior with the Clients Representative (CR) to enable a smooth transition of personnel and equipment to site. Drillines management team will produce a list of personnel and equipment along with the delivery method and dates. A small logistic team will arrive on site two days before to assess site access, site laydown area/s and to organise any site permits/documentation that may be needed. The CR will be briefed on the coordination of the mobilisation to mitigate any potential hold ups that have the potential to occur.

3 CONSTRUCTION AND INSTALLATION

3.1 Construction of Laydown / Storage Facility

The installation process to be undertaken is demonstrated below.

3.1.1 Plant to be Utilised

- Tracked Excavator/s 30T to 20T
- Bobcat
- D7 - D10 Dozer
- Front End Loader (with fork attachments)
- Pad Foot / Smooth Drum Roller
- Water Carts
- Grader/s
- Side Tipper & Prime Movers
- 4WD Vehicles.

3.1.2 Materials & Equipment to be Utilised

- Cyclone Fencing
- Mobile Screening Crushing Plant
- Hand Tools.

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EXECUTION PLAN

3.1.3 Survey Set-out

The Site Supervisor shall liaise with the CR for the installation of boundary pegs to identify the perimeter of the Laydown / Storage Facility.

3.1.4 Site Walk Through

Once the area has been pegged a joint walk through with Drilline and Total AMS (TAMS) will commence to discuss any outstanding issues and to review the scope and its associated documents prior to the commencement of any further construction works. When all permits have been approved, construction activities shall commence as per the approved Construction Programme (DLTAMS – CP001 – LA – Rev 0). All required SOP, WI and ITP's will be provided to the work crew prior to any work taking place.

3.1.5 Traffic Management

Signage will be erected to indicate construction works are taking place. The signage installed shall be in accordance with MRWA standards.

Where possible all construction traffic movements will take place off Beadon Creek Road, and within Lots 8, 9 19,20 & 21.

3.1.6 Mobilisation of Plant

The mobile plant (as listed in section 3.1.1) will be transported to the work area via Beadon Creek Road and offloaded at the TAMS laydown area.

3.1.7 Materials Delivery

The materials will be counted and checked for defects prior to transportation. The materials shall be transported to TAMS site laydown area.

3.1.8 Clearing & Grubbing

An excavator, dozer, front end loader and grader will be used to remove the existing vegetation from the block. The vegetation will be pushed into piles and then loaded into side tippers and removed from the site. Dust suppression will be controlled with the use of water carts with side sprays and dribble bars attachments.

3.1.9 Levelling of Laydown

A dozer and excavator will be used to rip / excavate the high material and then place into the low lying areas. A grader and front end loader will be used to push the material into position. Water carts will be used for carting and distribution of water for the use in compaction. A pad

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EXECUTION PLAN

foot / smooth drum roller will be used for compaction. Dust suppression will be controlled with the use of water carts with side sprays and dribble bars attachments.

3.1.10 Hard Stand Preparation

A mobile screening and crushing plant will be mobilised to site. It will be utilised to process the material (if suitable) which has been extracted from the high points on Lot 8 and Lots 19,20 & 21. This processed material (road base) will then be spread over the site to a minimum depth of 150mm. This will be roller compacted. A grader will then grade the pad, allowing for a fall gradient across the laydown area (for drainage). V drains will be constructed as directed by the Total AMS. The SOP, WI and ITP's will be provided to the CR prior to any work taking place.

3.1.11 Perimeter Fence

A cyclone rated fence will be installed around the perimeter of the laydown area. A number of access points will be needed and gates shall be installed at these locations.

3.1.12 Reinstatement Work

The area will be cleaned up and left in a state that is satisfactory to the CR.

3.2 Site Demobilisation

Once all of the works have been completed, the management team will initiate the demobilisation of site personnel, equipment and administration facilities. Open communication will be maintained with the CR so they are kept fully aware of all movements to and from site.

4 CONCLUSION

The above execution plan identifies the work process to be undertaken when working to install the Laydown / Storage Facility. This methodology is a live document and open to change due to the prevailing site condition. Ongoing consultation will be undertaken between Drilline and TAMS before, during and after the works are undertaken to allow the best construction process to be utilised, thus allowing the works to be completed successfully.

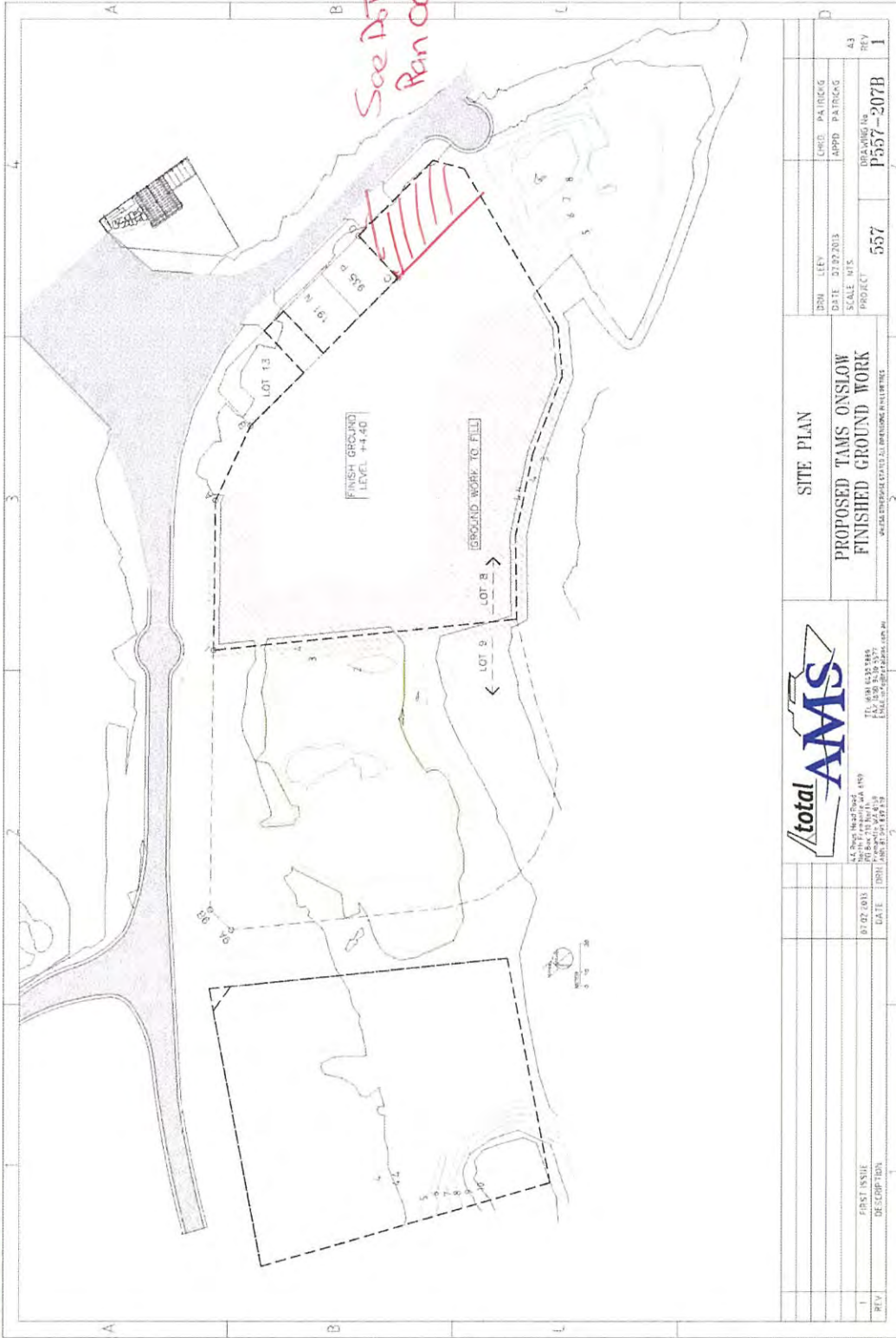
5 PRACTICAL COMPLETION - CLOSEOUT

All associated paper, claims and documentation will be signed off and distributed to the relevant parties. The closeout of the project will be deemed complete once all the documentation has been approved by TAMS.

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EXECUTION PLAN

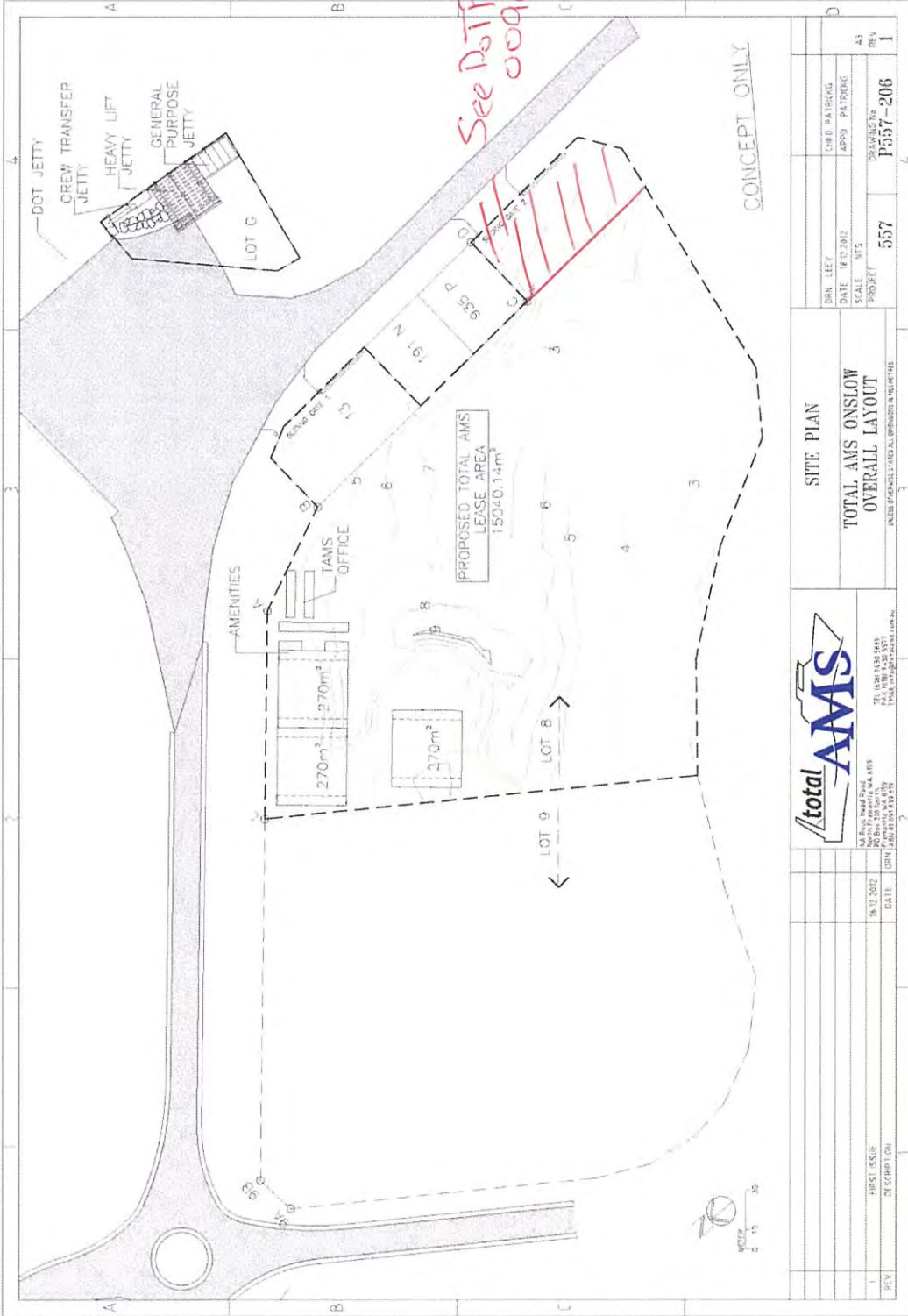


		SITE PLAN	
DATE: 05/02/2013 DRAWN: [Name] PROJECT: 557	DATE: 21/02/2013 SCALE: 1:100 PROJECT: 557	CHECKED: [Name] APPD: [Name]	CHECKED: [Name] APPD: [Name]
PROPOSED TAMS ONSLOW FINISHED GROUND WORK		PROJECT: P357-207B	
1 FIRST ISSUE DESCRIPTION		43 REV	

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EXECUTION PLAN



		SITE PLAN	
142 Project Head Road 282 Bay 20, Seixen, WA 6155 TEL: (08) 9438 1645 FAX: (08) 9438 1650 EMAIL: info@totalams.com.au		TOTAL AMS ONSLOW OVERALL LAYOUT	
1 FIRST ISSUE DESCRIPTION	18/12/2012 DATE	557 PROJECT	P557-208 DRAWING No
1 REV	18/12/2012 DATE	557 PROJECT	P557-208 DRAWING No
1 REV	18/12/2012 DATE	557 PROJECT	P557-208 DRAWING No

See Dot Plan
0004-23-01 G

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Appendix 4.

Drawings

**ANNEXURE "A"
ONSLOW
BEADON CREEK
LAND LEASE SITE PLAN
LOT 8**

THAT PORTION OF ONSLOW LOT 561, DP174170 ON RESERVE 30711 AS SHOWN HATCHED ON PLAN 537-23-01A COMPRISING A TOTAL AREA OF 13599 SQUARE METRES.



Res 30711
Lot 460
DP210532

Res 30711
Lot 561
DP174170

Boundary Corner Coordinates
Datum GDA 94 (MGA Zone 50)

Point	Eastings	Northings
A	306539.76	7604797.65
B	306551.82	7604770.59
C	306553.67	7604743.54
D	306574.44	7604745.24
E	306575.25	7604735.27
F	306554.48	7604733.57
G	306560.25	7604653.30
H	306506.12	7604660.99
I	306491.43	7604671.18
J	306477.28	7604697.16
K	306459.07	7604720.71
L	306435.96	7604739.49
M	306499.41	7604832.32

- Land Lease
- Other Lease Boundaries
- Cadastral Boundaries

Subject to Survey

PREPARED BY
CARTOGRAPHIC SERVICES
1 ESSEX STREET FREMANTLE



Department of
Transport

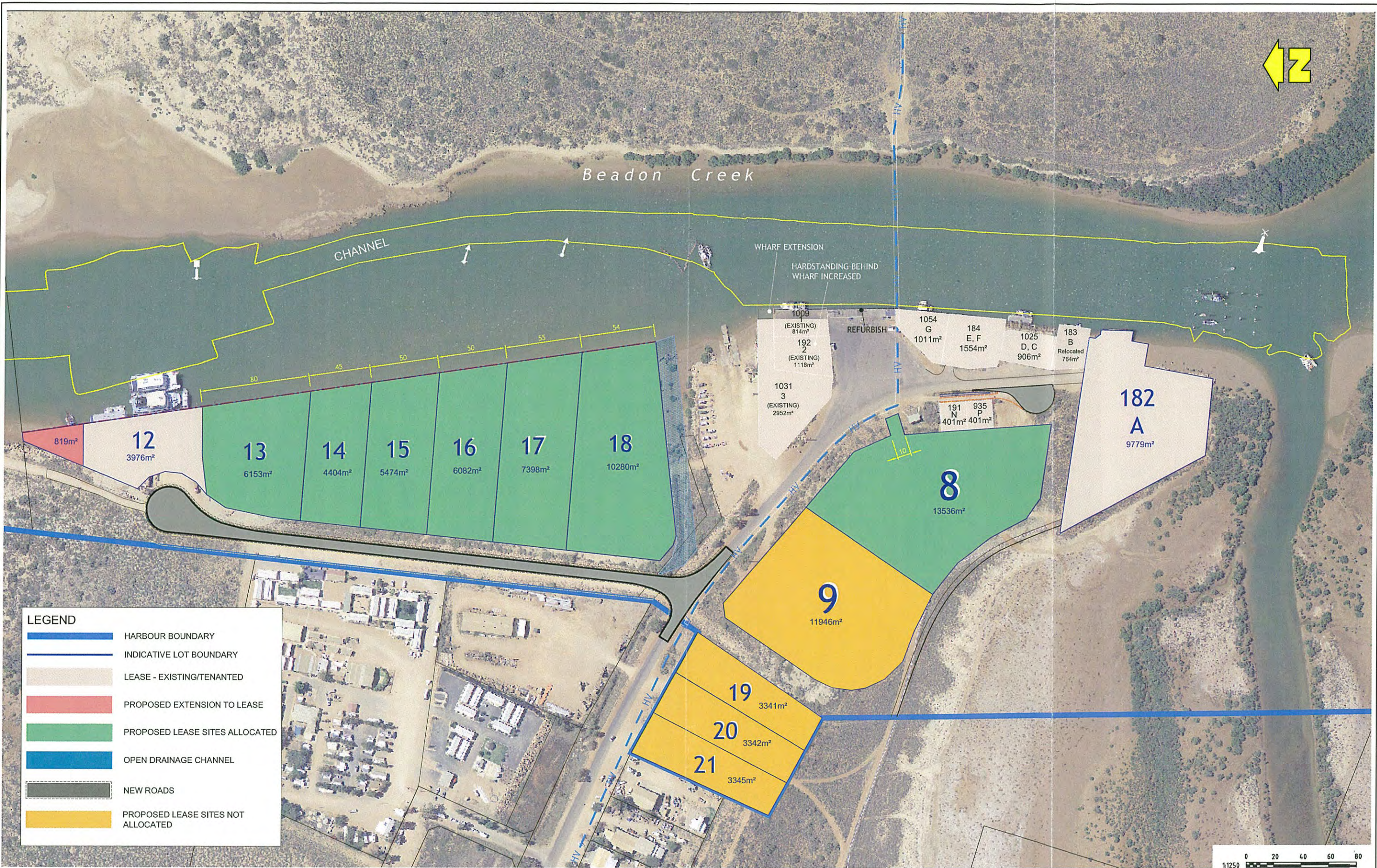
Drawn by: P Einam
Date: 26th March 2013

Examined by Coordinator Cartography:
S Ozollins
Date: 26th March 2013



PLAN 537 - 23 - 01A

L:\HCS\TENNURE\Onslow\5372301A.dgn



LEGEND	
	HARBOUR BOUNDARY
	INDICATIVE LOT BOUNDARY
	LEASE - EXISTING/TENANTED
	PROPOSED EXTENSION TO LEASE
	PROPOSED LEASE SITES ALLOCATED
	OPEN DRAINAGE CHANNEL
	NEW ROADS
	PROPOSED LEASE SITES NOT ALLOCATED

GENERAL NOTES
 1. ONSLOW_BEADON_CREEK_JUL_2012_MOSAIC.ECW AERIAL PHOTOGRAPHY BASE
 2. EXTERNAL REFERENCE DN_0094_LAYOUT12A.DWG

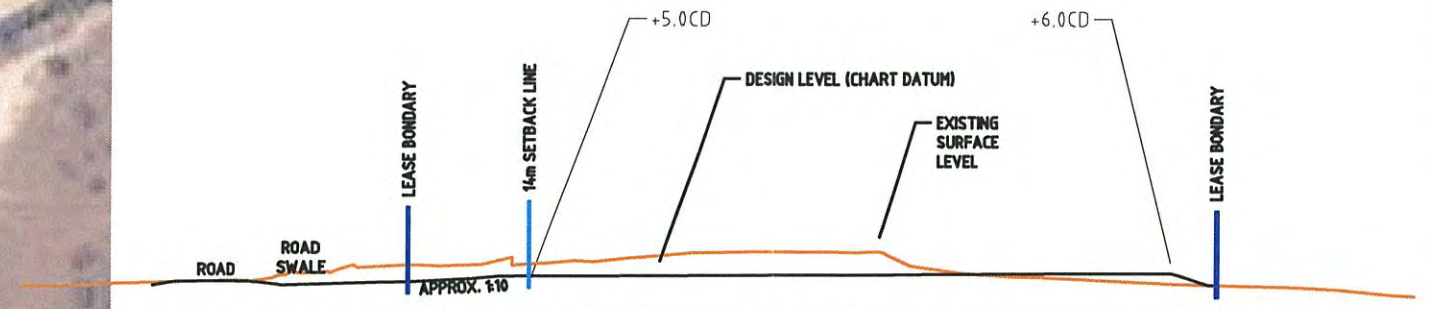
CONCEPT ONLY

SCALE: 1: 1250 @ A1
 UNLESS OTHERWISE STATED DIMENSIONS IN METRES
 HORIZ: MAP GRID OF AUSTRALIA BASED ON GDA 94 - ZONE 50
 VERT: BEADON CREEK LAT 1993 WHICH IS 3.499m BELOW BM DoT 001 and 1.492M BELOW AHD

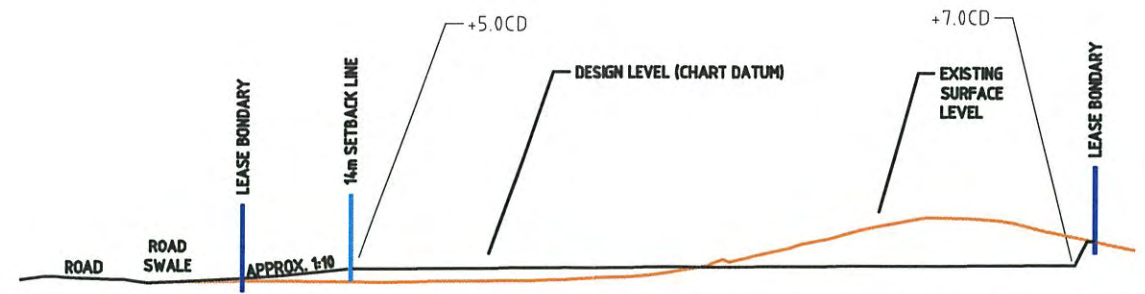
DESIGNED	APPROVED
CHECKED	APPROVED
DRAWN: B. STEPHENS	APPROVED
CHECKED	APPROVED
PROJECT MANAGER: J. BRADFORD	AUTHORISED
	MANAGER NEW COASTAL ASSETS

Department of Transport	
ONSLOW - BEADON CREEK DEVELOPMENT & INVESTIGATIONS CONCEPT LEASE AREAS - JUNE 2013	
DRAWING NUMBER	0094 - 23 - 01
REVW	G

REVW	DATE	AMENDMENT	DRW	DESIGN APPROVAL
G	05.06.13	ISSUED FOR COMMENT - LAYOUT 12A	BS	
F	21.03.13	EXISTING LEASE AREAS ADDED - LAYOUT 11D	BS	
E	27.02.13	ISSUED FOR COMMENT - LAYOUT 11D - LESSEES ADDED	BS	
D	05.02.13	ISSUED FOR COMMENT - LAYOUT 11D	BS	
C	16.01.13	ISSUED FOR COMMENT - LAYOUT 11C	BS	
ORIG SIZE	M/FLTR	FILE No	© CROWN COPYRIGHT	
A1				



A SECTION
NTS



B SECTION
NTS

 LEVEL IS IN CHART DATUM

REV	DESCRIPTION	DATE	DRN.
1	FIRST ISSUE	01.07.2013	

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4A Rous Head Road
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ABN 81 091 839 619

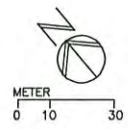
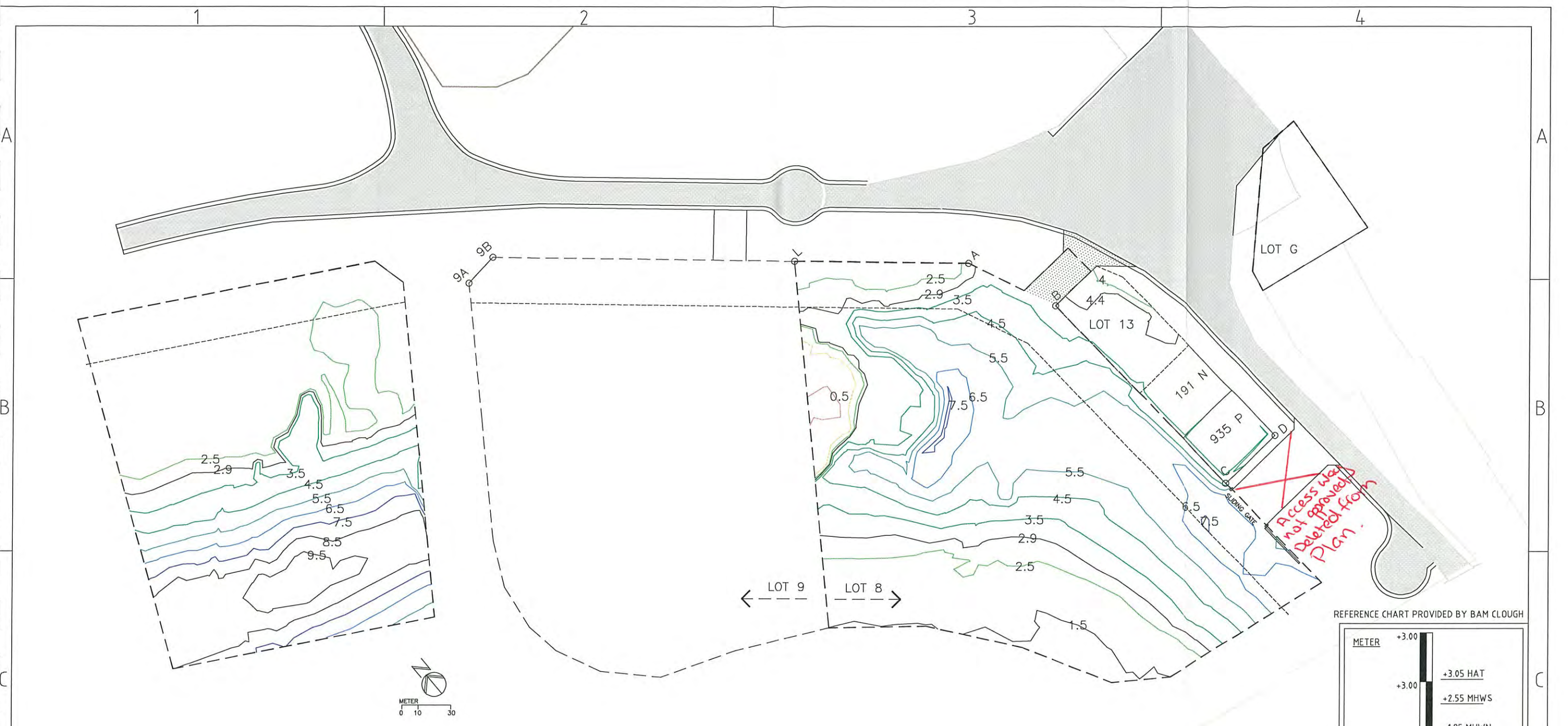
TEL (618) 9430 5889
FAX (618) 9430 5577
EMAIL: info@totalams.com.au

SITE PLAN LOT8, 19, 20 &21

**PROPOSED DEVELOPMENT
LEVEL AND SECTIONS**

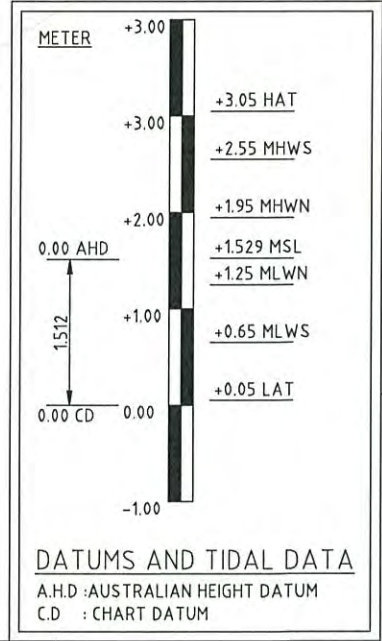
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DRN. LEEY	CHKD. PATRICK	A3 REV 1
DATE. 01.07.2013	APPD. PATRICK	
SCALE. NTS		
PROJECT	DRAWING No. 557-301	



EXISTING GROUND LAYOUT IN C.D

REFERENCE CHART PROVIDED BY BAM CLOUGH



CONCEPT ONLY

REV	DESCRIPTION	DATE	DRN.
5	LEVEL CHANGE TO CHART DATUM	20.06.2013	
4	GROUND WORK DETAIL CHANGED	04.06.2013	
3	GENERAL UPDATE	24.05.2013	
2	LOT 8 LAYOUT MODIFIED	08.04.2013	
1	FIRST ISSUE	07.02.2013	

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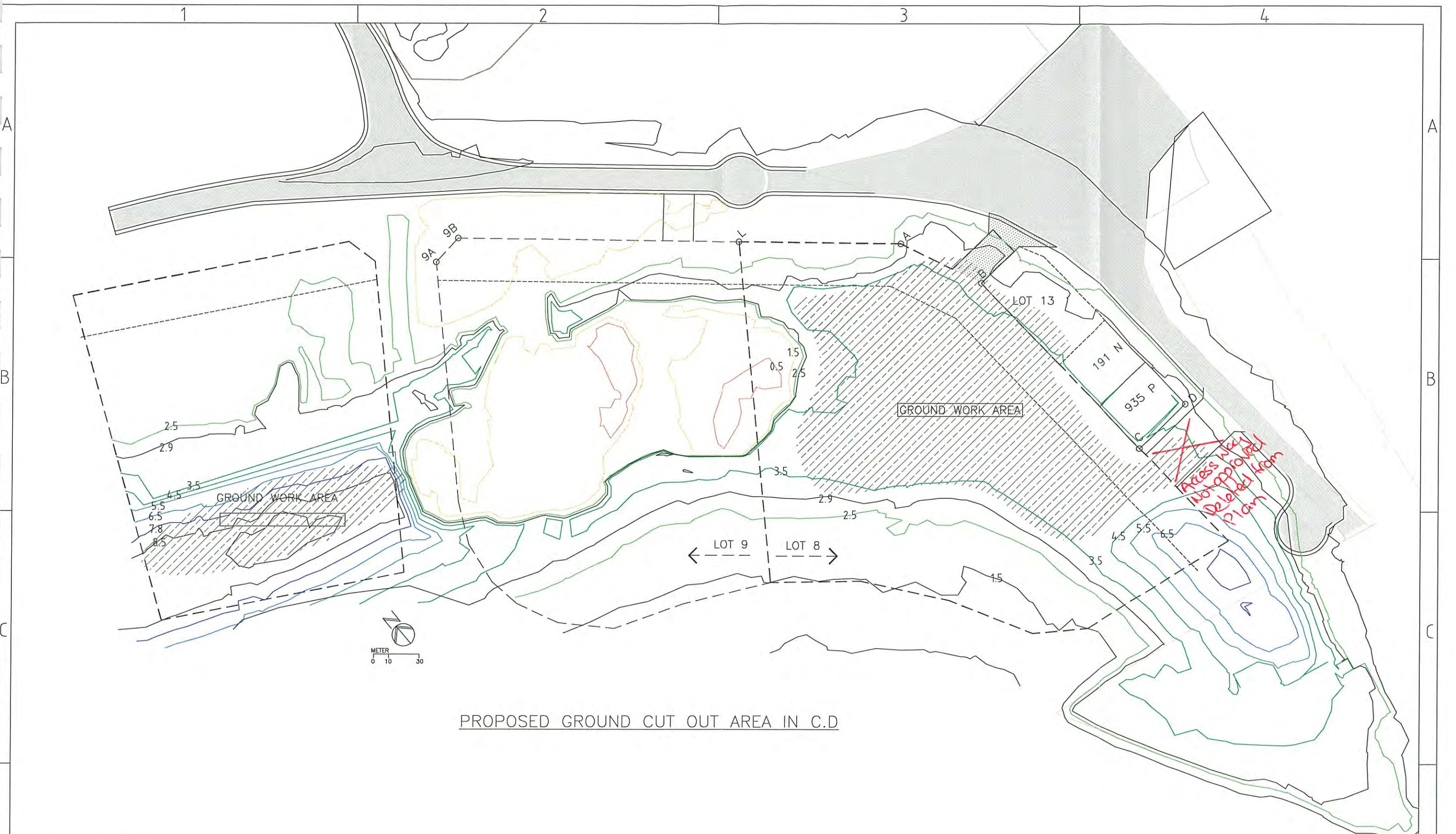
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SITE PLAN

**PROPOSED TAMS ONSLOW
GROUND WORK LAYOUT 1/3**

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DRN. LEEY	CHKD. PATRICKG	A3 REV 5
DATE. 07.02.2013	APPD. PATRICKG	
SCALE. NTS		
PROJECT 557	DRAWING No. P557-207	



PROPOSED GROUND CUT OUT AREA IN C.D

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6	GROUND CUT OPERATION CHANGE AS REQUESTED	01.07.2013
5	LEVEL CHANGE TO CHART DATUM	20.06.2013
4	GROUND WORK DETAIL CHANGED	04.06.2013
3	GENERAL UPDATE	24.05.2013
2	LOT 8 LAYOUT MODIFIED	08.04.2013
1	FIRST ISSUE	07.02.2013
REV	DESCRIPTION	DATE



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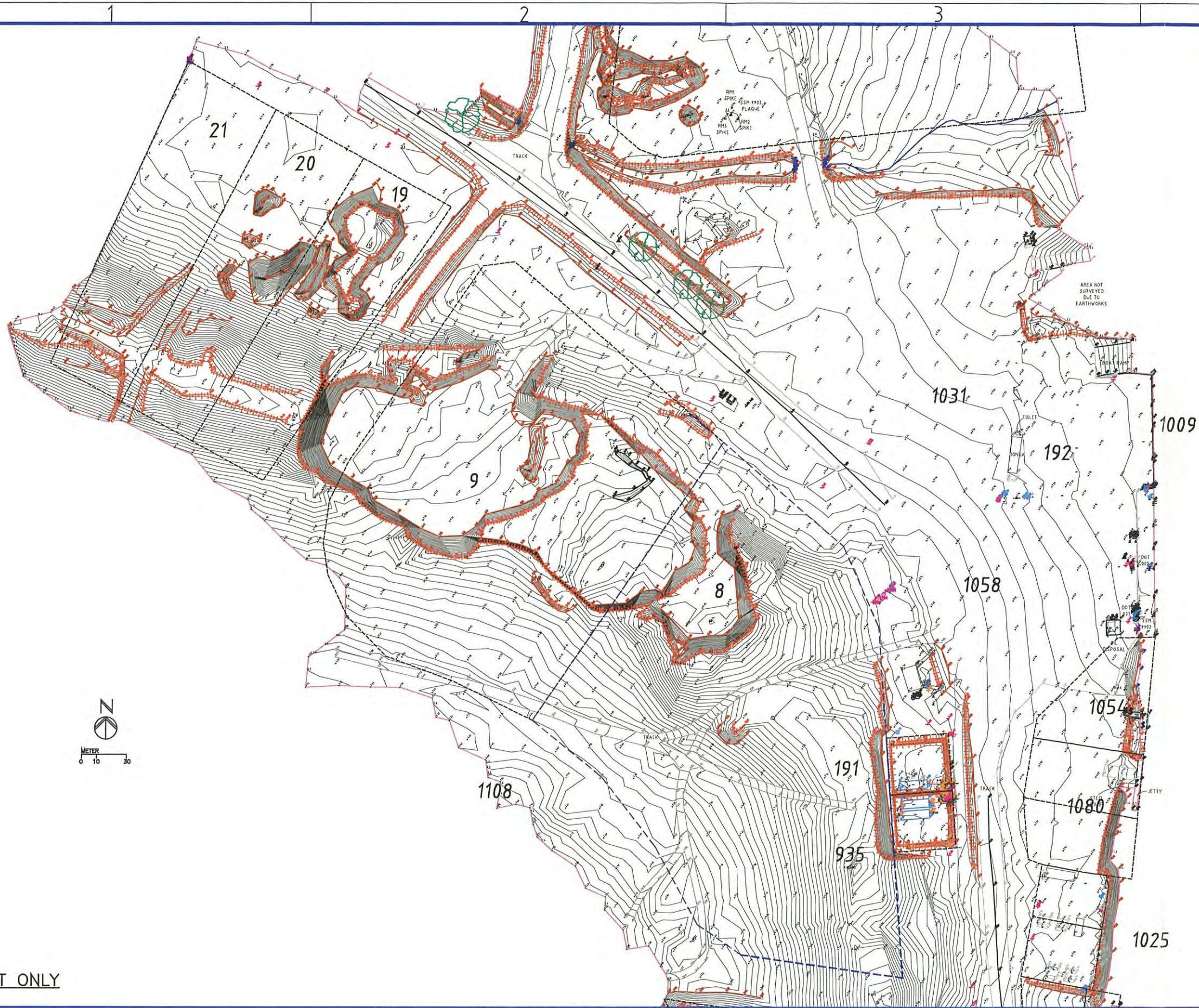
TEL (618) 9430 5889
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SITE PLAN

**PROPOSED TAMS ONSLOW
GROUND WORK LAYOUT 2/3**

UNLESS OTHERWISE STATED ALL DIMENSIONS IN MILLIMETRES

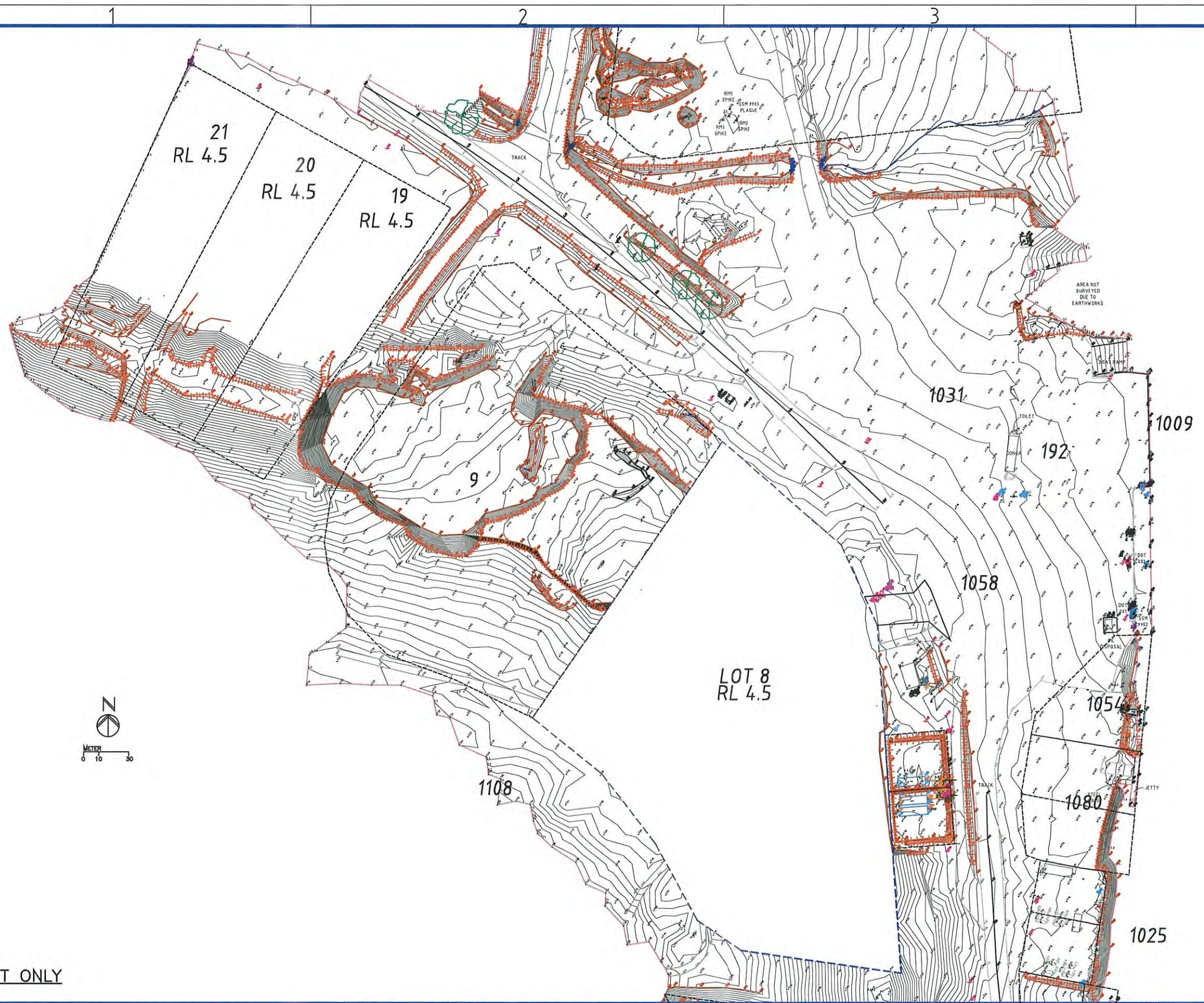
DRN. LEEY	CHKD. PATRICKG	A3 REV 6
DATE. 07.02.2013	APPD. PATRICKG	
SCALE. NTS		
PROJECT 557	DRAWING No. P557-207A	



CONCEPT ONLY

NOTES:
 LEASE BOUNDARY COORDINATES DERIVED FROM DOT PLAN 637-23-01A
 CONTOUR LEVELS DERIVED FROM ON0094-10-01_A

					SITE PLAN PROPOSED TAMS ONSLOW GROUND WORK LAYOUT LEVELS				A3 REV 2	
			4A Rous Head Road North Fremantle WA 6159 PO Box 210 North Fremantle WA 6159 ABN 81 091 839 619		TEL (618) 9430 5889 FAX (618) 9430 5577 EMAIL: info@totalams.com.au					
2	GENERAL UPDATE	04.06.2013	DRN.			DRN.	LEEY	CHKD.		PATRICKG
1	FIRST ISSUE	31.05.2013	DRN.			DATE.	31.05.2013	APPD.		PATRICKG
REV	DESCRIPTION	DATE	DRN.			SCALE.	NTS	PROJECT	557	
									DRAWING No.	
									P557-308A	
									UNLESS OTHERWISE STATED ALL DIMENSIONS IN MILLIMETRES	



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NOTES:
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 CONTOUR LEVELS DERIVED FROM ON0084-10-01_A

REV	DESCRIPTION	DATE	DRN.
2	GENERAL UPDATE	04.06.2013	
1	FIRST ISSUE	31.05.2013	

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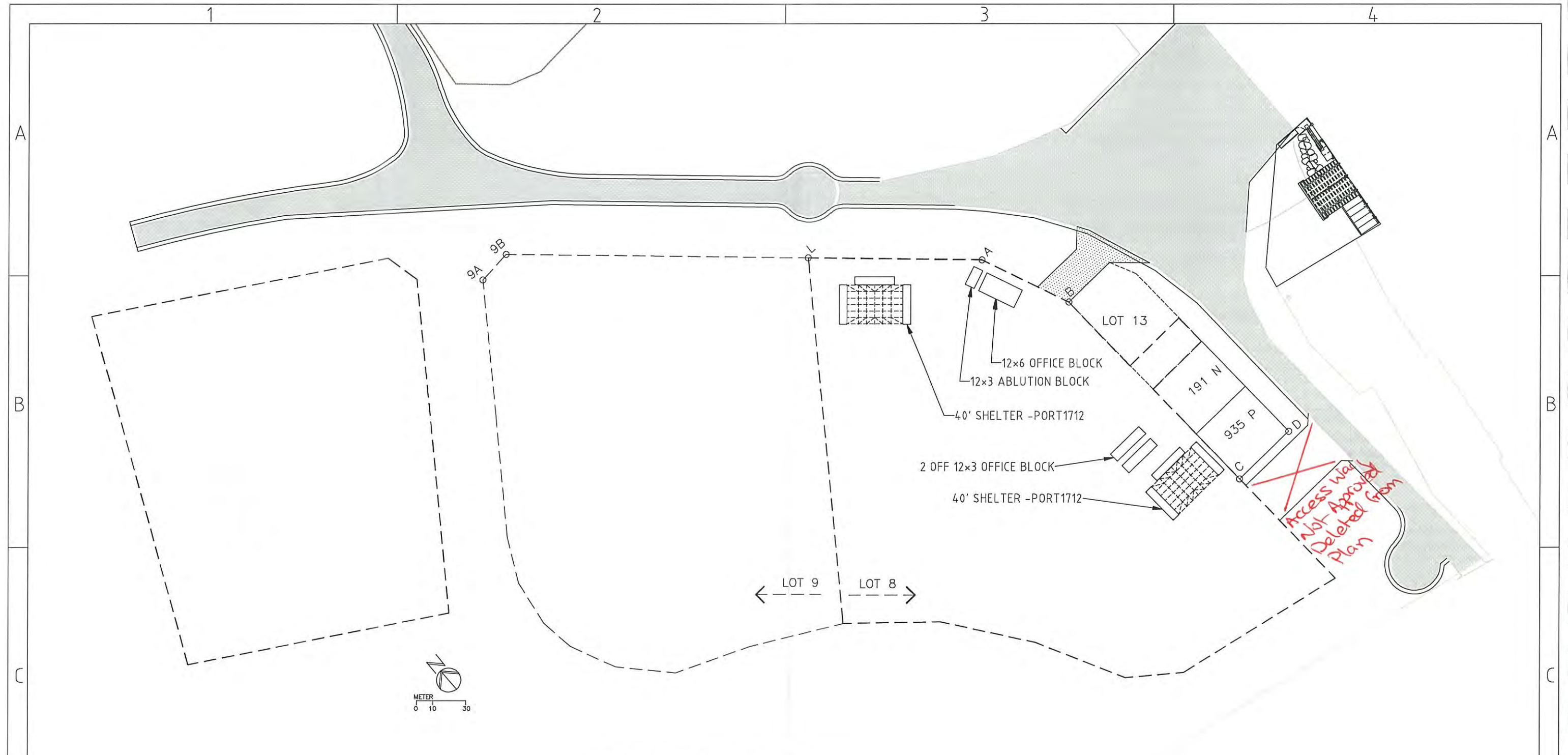
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 FAX (618) 9430 5577
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SITE PLAN

**PROPOSED TAMS ONSLOW
 GROUND WORK LAYOUT LEVELS**

UNLESS OTHERWISE STATED ALL DIMENSIONS IN MILLIMETRES

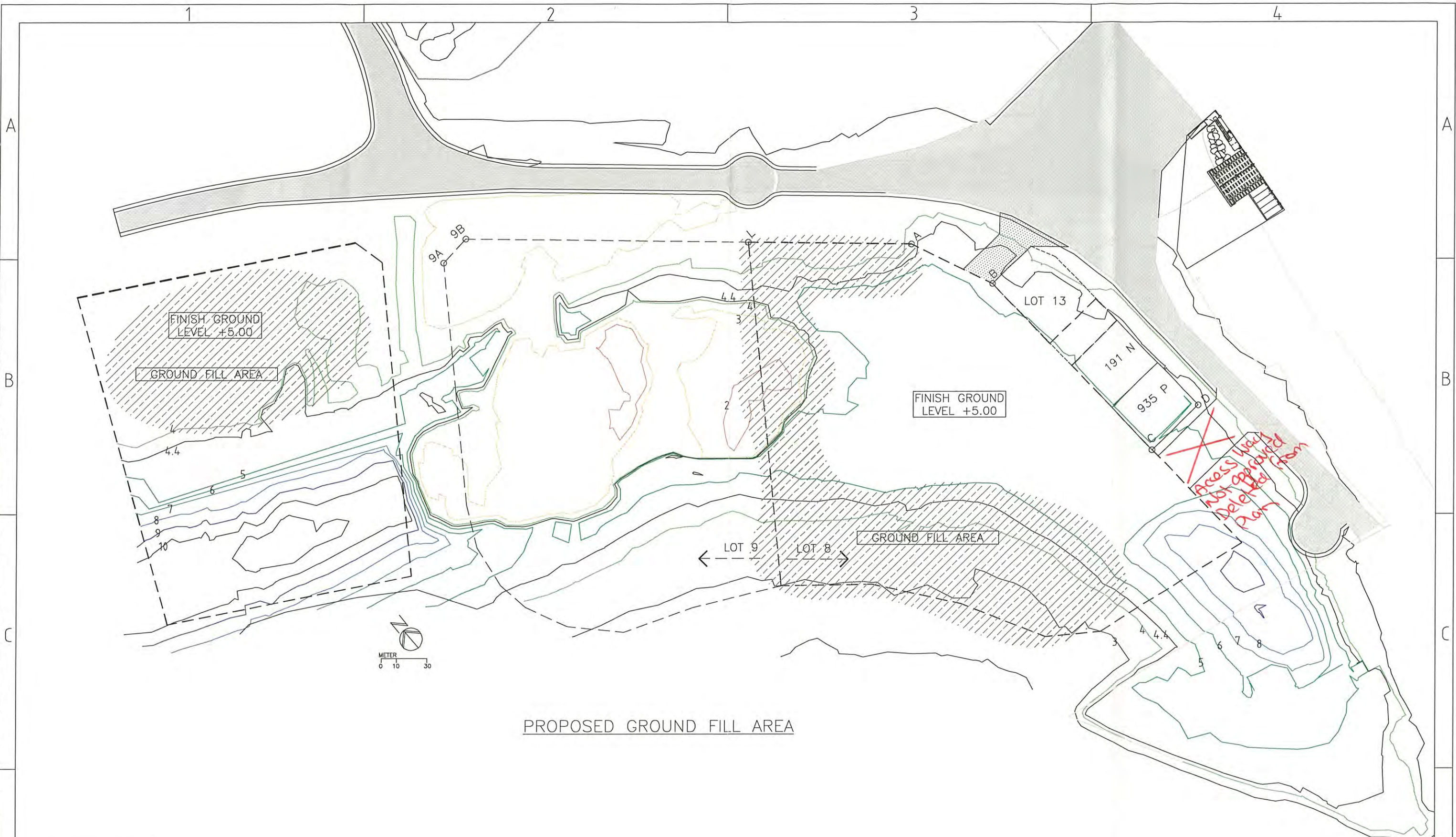
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DATE. 31.05.2013	APPD. PATRICKG	
SCALE. NTS	DRAWING No.	
PROJECT	557	P557-308B



PROPOSED LOT 8 LAYOUT

CONCEPT ONLY

				<p style="text-align: center;">SITE PLAN</p> <p style="text-align: center;">PROPOSED LOT 8 WITH SHELTERS AND OFFICE LAYOUT</p> <p style="text-align: center; font-size: small;">UNLESS OTHERWISE STATED ALL DIMENSIONS IN MILLIMETRES</p>		DRN. LEEY CHKD. PATRICKG	
						DATE. 04.06.2013 APPD. PATRICKG	
				SCALE. NTS		PROJECT	
				557		DRAWING No. P557-300	
1 FIRST ISSUE 04.06.2013		DRN.				A3 REV 1	
REV DESCRIPTION DATE DRN.							



CONCEPT ONLY

REV	DESCRIPTION	DATE	DRN.
4	GROUND WORK DETAIL CHANGED	04.06.2013	
3	GROUND LEVEL CHANGED TO 5.00	24.05.2013	
2	LOT 8 LAYOUT MODIFIED	08.04.2013	
1	FIRST ISSUE	07.02.2013	

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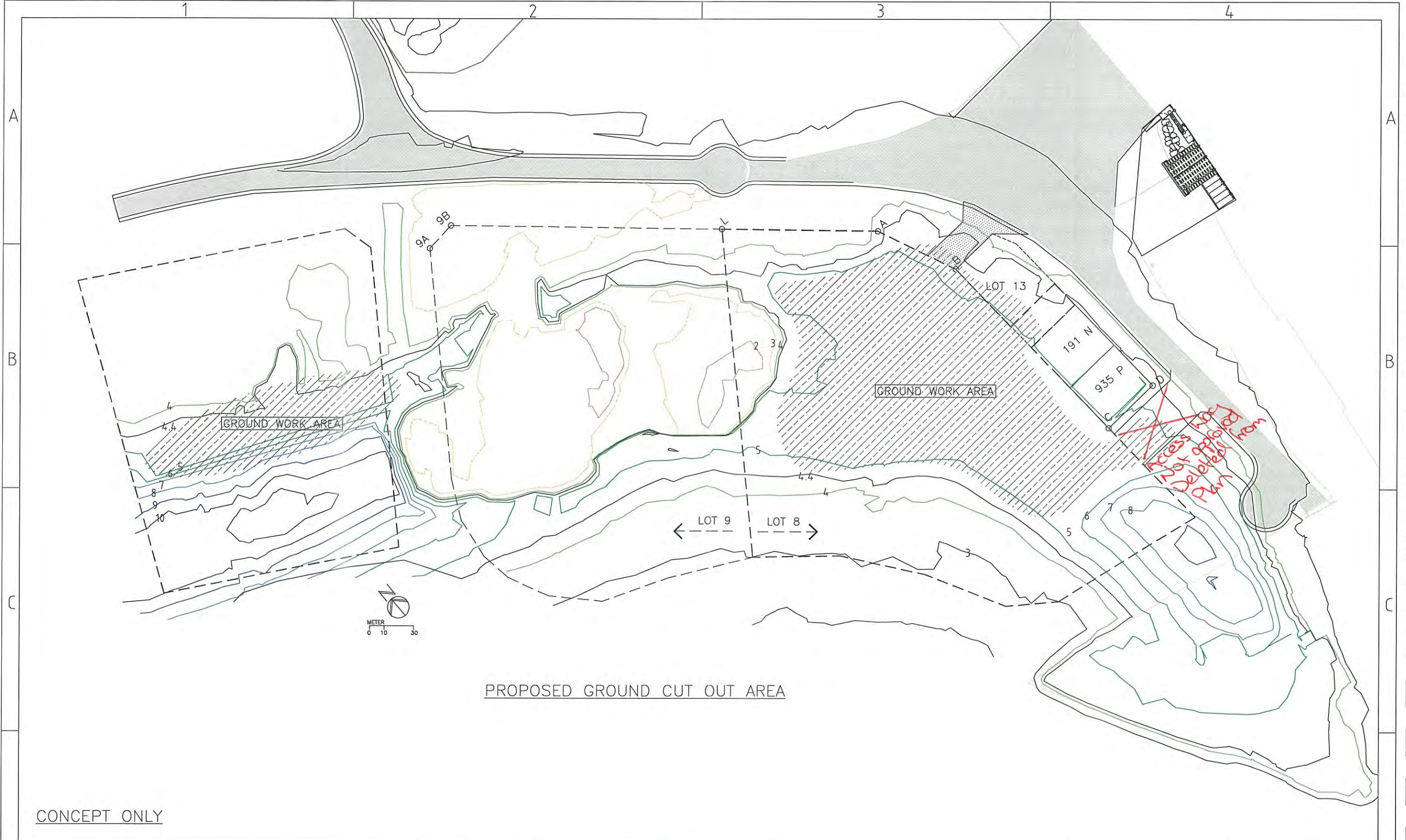
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EMAIL: info@totalams.com.au

SITE PLAN

**PROPOSED TAMS ONSLOW
GROUND WORK LAYOUT 3/3**

UNLESS OTHERWISE STATED ALL DIMENSIONS IN MILLIMETRES

DRN. LEEY	CHKD. PATRICKG	A3 REV 4
DATE. 07.02.2013	APPD. PATRICKG	
SCALE. NTS	DRAWING No.	
PROJECT 557	P557-207B	



CONCEPT ONLY

REV	DESCRIPTION	DATE	DRN.
4	GROUND WORK DETAIL CHANGED	04.06.2013	
3	GENERAL UPDATE	24.05.2013	
2	LOT 8 LAYOUT MODIFIED	08.04.2013	
1	FIRST ISSUE	07.02.2013	

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Fremantle WA 6159
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EMAIL: info@totalams.com.au

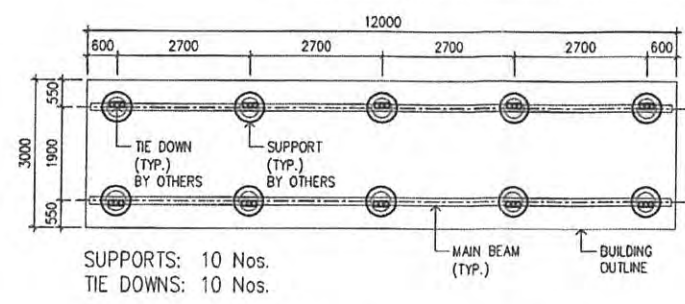
SITE PLAN

**PROPOSED TAMS ONSLOW
GROUND WORK LAYOUT 2/3**

UNLESS OTHERWISE STATED ALL DIMENSIONS IN MILLIMETRES

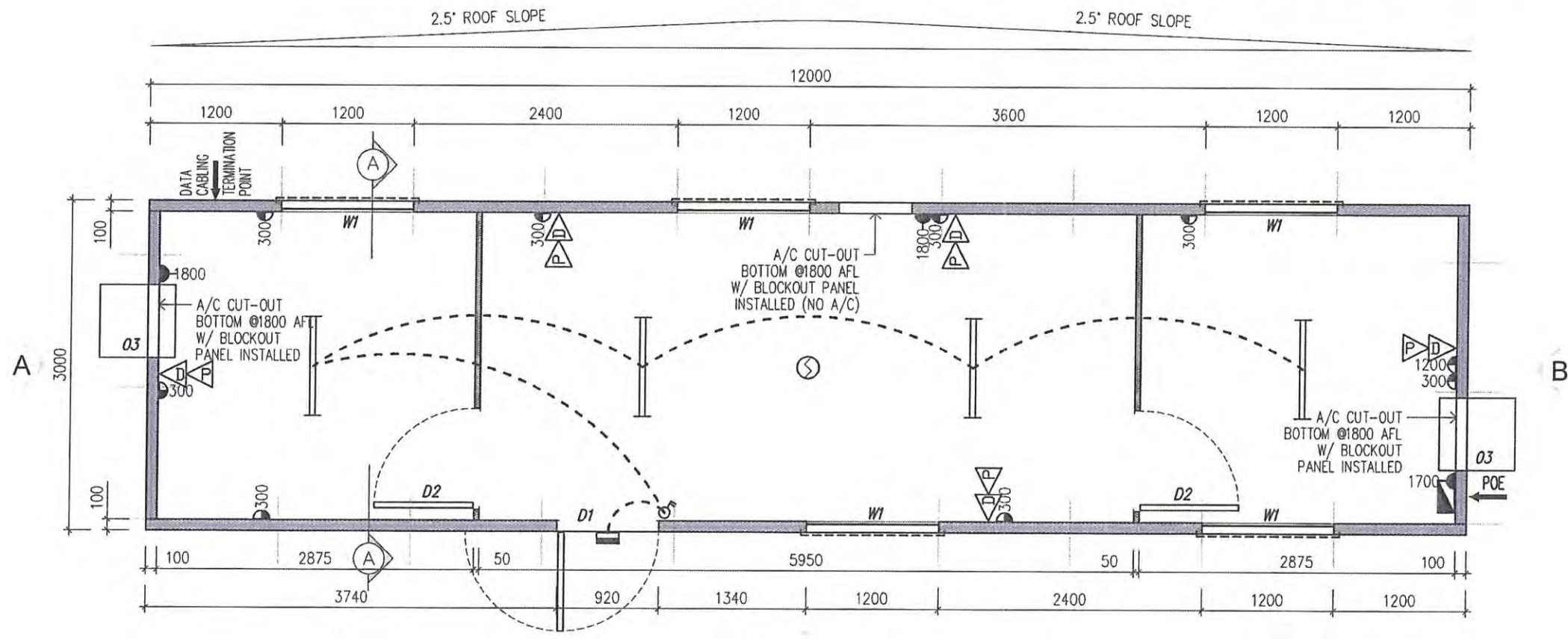
DRN. LEEY	CHKD. PATRICKG	A3 REV 4
DATE. 07.02.2013	APPD. PATRICKG	
SCALE. NTS	DRAWING No.	
PROJECT	557	P557-207A

APPROX. BUILDING WEIGHT = 3800kg



SUGGESTED FOOTING REQUIREMENT
SCALE 1:150

BUILDING DESIGN CRITERIA	
WIND LOAD	- IN ACCORDANCE W/ AS 1170.2:2002
REGION	D, TERRAIN CATEGORY 2, IMPORTANCE LEVEL 2
ANNUAL PROBABILITY OF EXCEEDANCE	= 1:500
REGION WIND SPEED, V500	= 88m/s
SERVICEABILITY WIND SPEED, V25	= 55m/s
TOPOGRAPHY MULTIPLIER	= 1.0
BUILDING CLASS	5, CLIMATE ZONE 1 TO 4
FLOOR LIVE LOAD	= 3.0kPa; FLOOR POINT LOAD = 2.7kN
ROOF LIVE LOAD	= 0.25kPa
CHASSIS	
MAIN RUNNERS	: 250UB25 (TURNED-UP ENDS)
MIDDLE SPREADERS	: 180UB18
END SPREADERS	: 100PFC
LIFTING OUTRIGGERS	: 180UB18
FLOOR JOISTS	: 50x50x1.5 SHS @ 400 CTRS
BASE RAIL	: 100x1.6mm CUSTOM MADE GALVABOND
LIFT GUARD	: 75PFC
PAINT	: 75 MICRONS RED OXIDE PRIMER
FLOOR	
FLOORING	: 22mm AQUATITE TONGUE & GROVE PARTICLEBOARD (H2 TERMITE TREATED)
COVERING	: 2mm COMMERCIAL VINYL
SKIRTING	: PLASTIC QUAD
INSULATION	: AIR-CELL PERMIFLOOR
WALLS	
EXTERNAL	: 0.6 BMT 100mm BONDOR PANEL
INTERNAL	: 0.4 BMT 50mm BONDOR PANEL
EXTERNAL FLASHING	: 0.6 BMT COLORBOND
ROOF	
ROOF FRAME	: MGP10 TIMBER ROOF FRAME (LOSP TERMITE TREATED)
CLADDING	: 0.42 BMT ZINCALUME SUPERDEK
CEILING LINING	: 3.6mm DECORATIVE PLYWOOD
CORNICE	: ALUMINUM COVE
INSULATIONS	: R3.2 BATTS + R1.5 ANTICON
CEILING HEIGHT	: 2425mm



FLOOR PLAN
SCALE 1:50

- NOTES:
- 2mm VINYL FLOOR COVERING REQUIRES 3 COATS OF SEAL
 - SECURITY SCREENS TO BE STAND-OFF AMPLUMESH SCREENS
 - PLASTIC QUAD SKIRTING TO BE USED INSTEAD OF ALUMINIUM ANGLE
 - ELECTRICAL TO BE WIRED TO DOUBLE POLE CONFIGURATION
 - TURNED-UP SKID ENDS W/ TOWING EYES

ELECTRICAL LEGEND	
	= ELECTRICAL POINT OF ENTRY
	= 3-PH ELECTRICAL DISTRIBUTION SWITCHBOARD
	= 10A TWIN SWITCHED GPO
	= ISOLATING SWITCH
	= CATEGORY 6 TWIN DATA/PHONE POINT
	= DOUBLE 36W DIFFUSED FLUORESCENT LIGHT
	= EXTERNAL BUNKER LIGHT
	= ONE GANG SWITCH
	= TWO GANG SWITCH
	= SMOKE DETECTOR

DOUBLE POLE & 3-PHASE POWER TO BE INSTALLED

COLOR SCHEDULE	
EXTERNAL PANEL	: SURF MIST
INTERNAL PANEL	: SURF MIST
EXTERNAL FLASHING	: DEEP OCEAN
WINDOWS	: WHITE
EXTERNAL DOORS	: DEEP OCEAN
ROOF SHEETS	: ZINCALUME
COMMERCIAL VINYL	: IRONSTONE

EQUIPMENT LIST		
MARK	QTY	DESCRIPTION
D1	1	2040x920 METAL CLAD EXTERNAL DOOR W/ PASSAGE SET, CABIN HOOK, HASP & STAPLE. STAPLE TO HAVE METAL BACKING PLATE INSIDE USING 4-NUTS & BOLTS, BIG RUBBER DOOR STOPPER TO CONNECT W/ DOOR HANDLE
D2	2	2040x920 STANDARD INTERNAL PANEL DOOR W/ PASSAGE SET
W1	5	1000x1190 FLUSH FACE HORIZONTAL SLIDING GLASS WINDOW W/ FLY SCREEN, KEY LOCK & STAND-OFF CYCLONIC SECURITY SCREEN ULS: +3700Pa; -3000Pa SLS: +1500Pa; -1100Pa
O1	2	4.56kW WINDOW WALL REVERSE CYCLE AIR CONDITIONER (TECO LATE604H) SUPPLIED BY AMS, TO BE FITTED ON-SITE BY OTHERS
	1	HARDWIRED SMOKE DETECTOR W/ BATTERY BACKUP
	4	DOUBLE 36W DIFFUSED FLUORESCENT LIGHTING FIXTURE
	1	TWO GANG SWITCH
	1	EXTERNAL BUNKER LIGHT
	9	10A TWIN SWITCHED GPO
	3	ISOLATING SWITCH
	5	CATEGORY 6 TWIN DATA & PHONE POINT



Andrew S Allen
26/9/11

Andrew S Allen
MIEAust CPEng
Chartered Professional Engineer
Membership No. 2064796

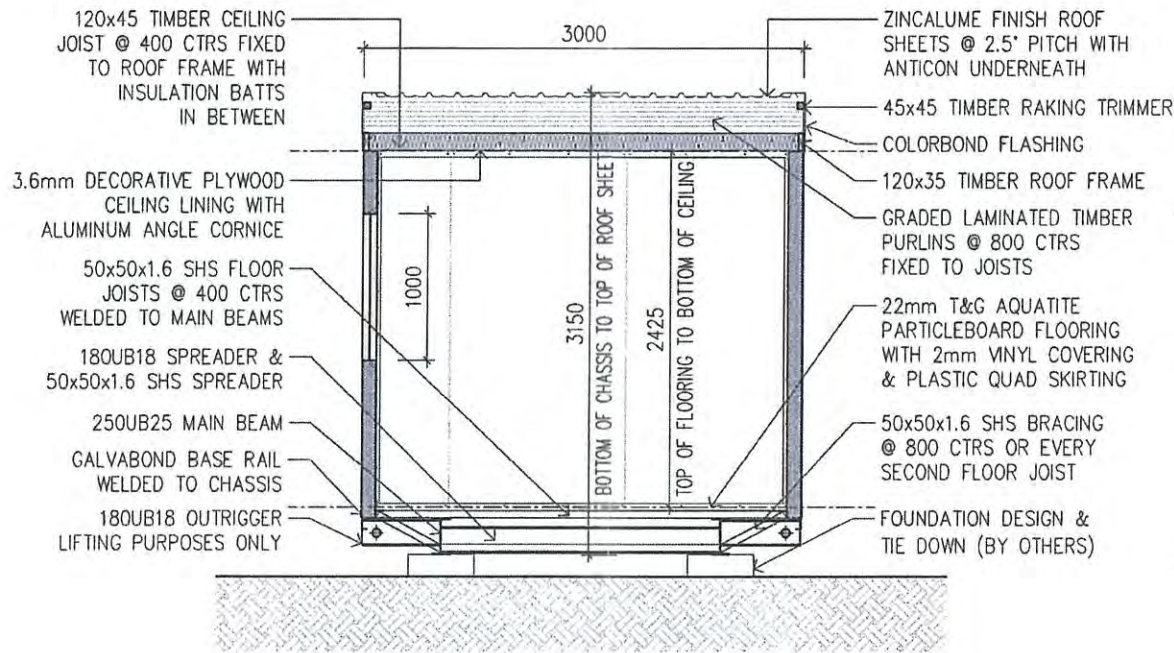
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REV	DATE	DRN	CHK	DESCRIPTION

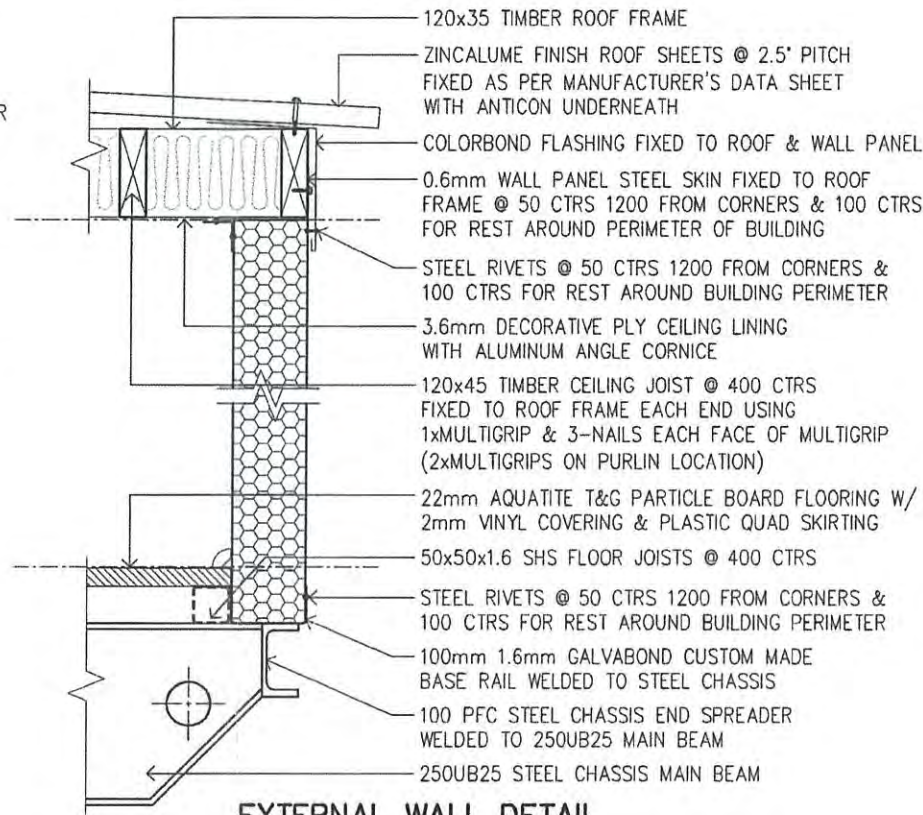
SN: 4554

CLIENT:	ONSITE NORTHWEST
PROJECT:	3-ROOM OFFICE 12.0m X 3.0m
SHEET TITLE:	FLOOR PLAN & SPECIFICATION
SCALE:	AS SHOWN (A3)
DRAWING NUMBER:	4554-AR-01
REV	A

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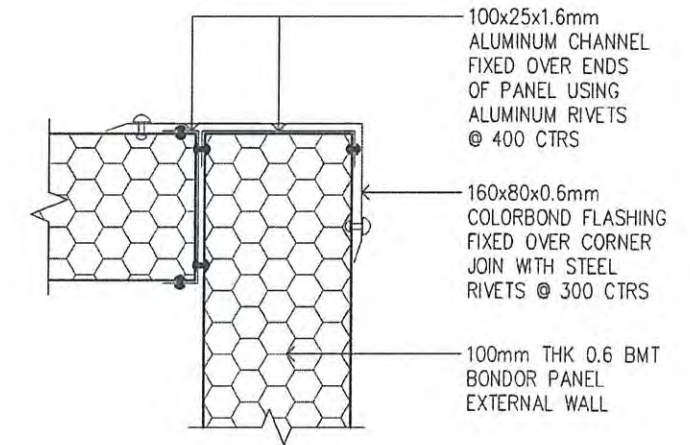


TYPICAL SECTION - A
SCALE 1:50

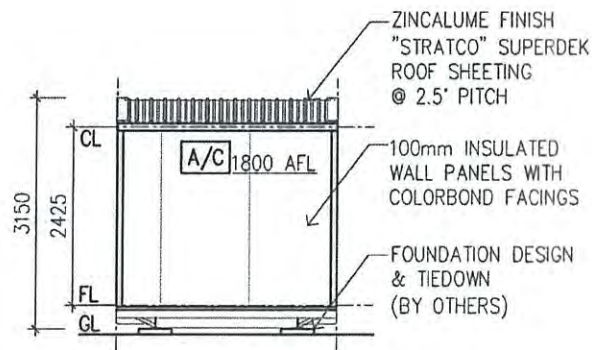


EXTERNAL WALL DETAIL
SCALE 1:5

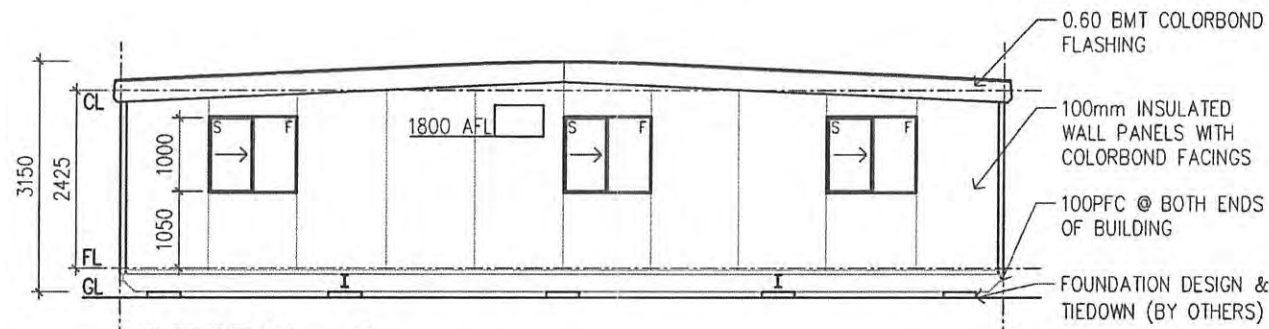
WALL PANEL LIST			
DESCRIPTION	LENGTH (m)	QTY	TOTAL WEIGHT (kg)
100mm BONDOR	2.570	25	771.00
50mm BONDOR	2.570	5	145.21
APPROXIMATE WEIGHT OF WALL PANELS			916.20



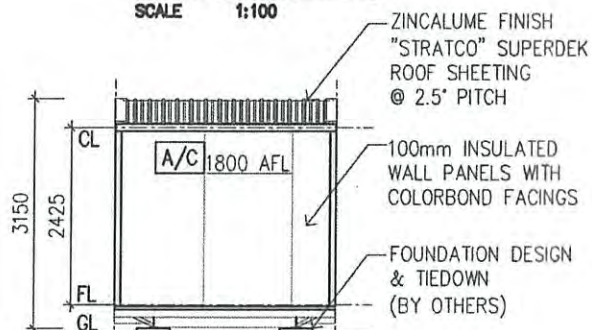
CORNER JOINT DETAIL
SCALE 1:5



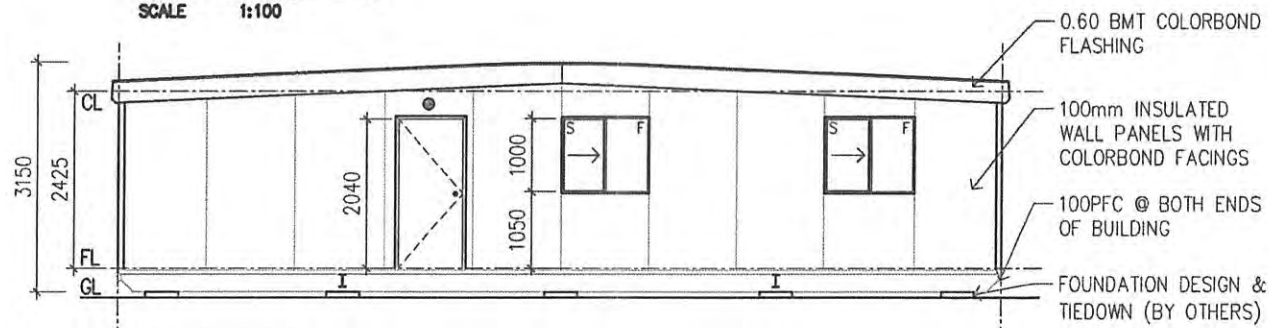
ELEVATION - A
SCALE 1:100



ELEVATION - C
SCALE 1:100



ELEVATION - B
SCALE 1:100



ELEVATION - D
SCALE 1:100



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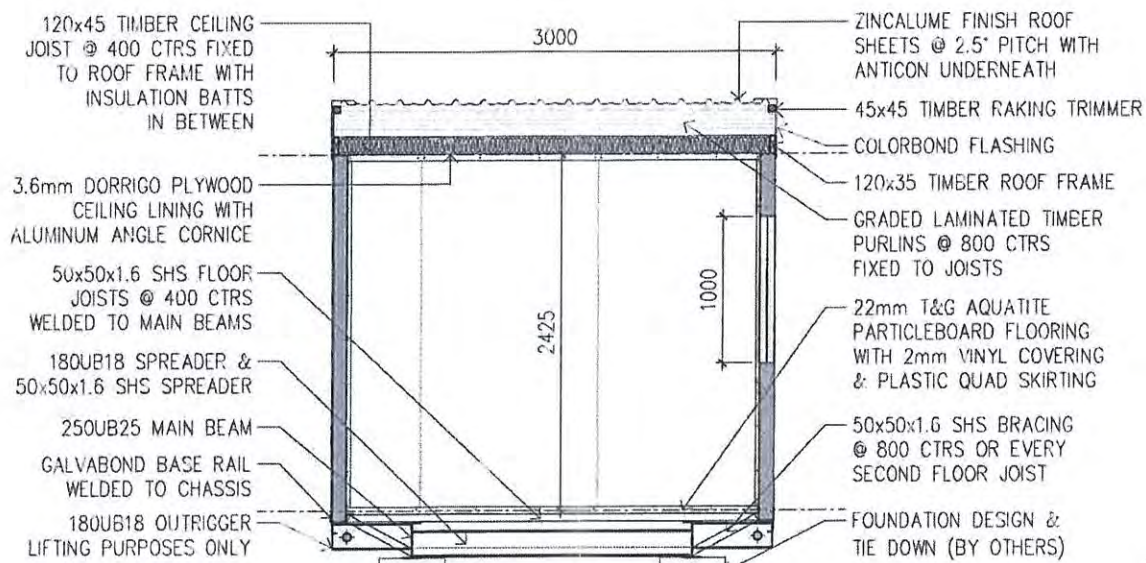
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A	26.09.2011	WC	IK	ISSUED FOR APPROVAL

REV	DATE	DRN	CHK	DESCRIPTION

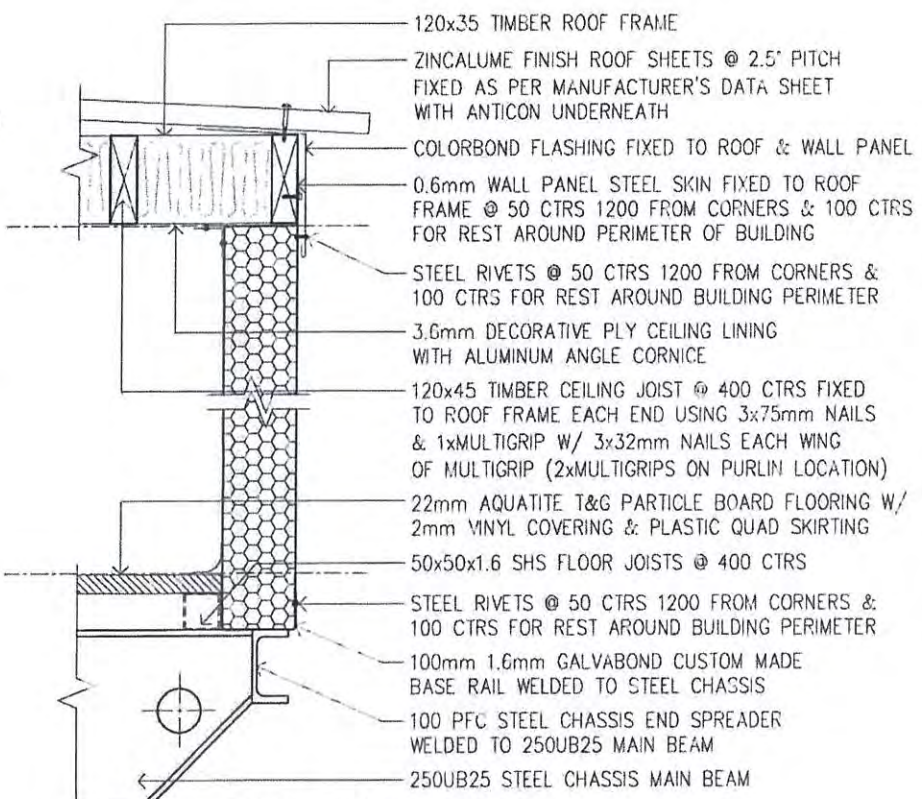
SN: 4554

CLIENT:	ONSITE NORTHWEST
PROJECT:	3-ROOM OFFICE 12.0m X 3.0m
SHEET TITLE:	ELEVATIONS, SECTION & DETAILS
SCALE:	AS SHOWN (A3)
DRAWING NUMBER:	4554-AR-02
REV	A

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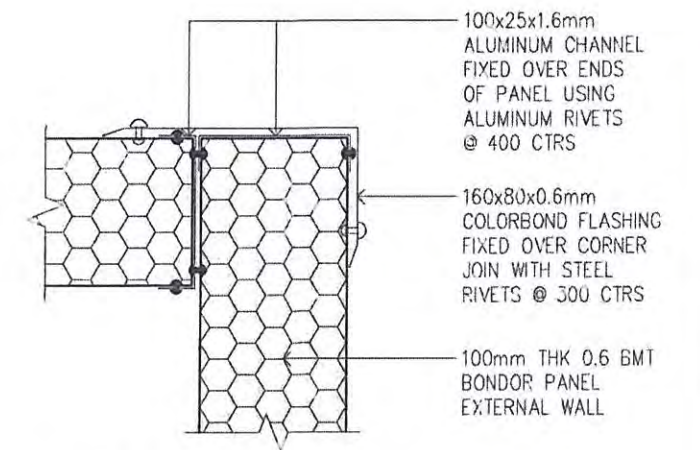


TYPICAL SECTION - A
SCALE 1:50

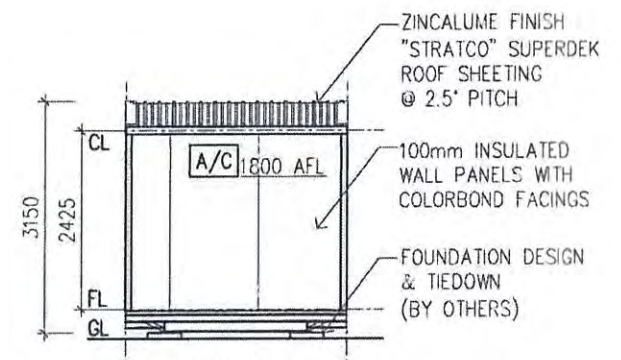


ROOF FRAME DETAIL
SCALE 1:5

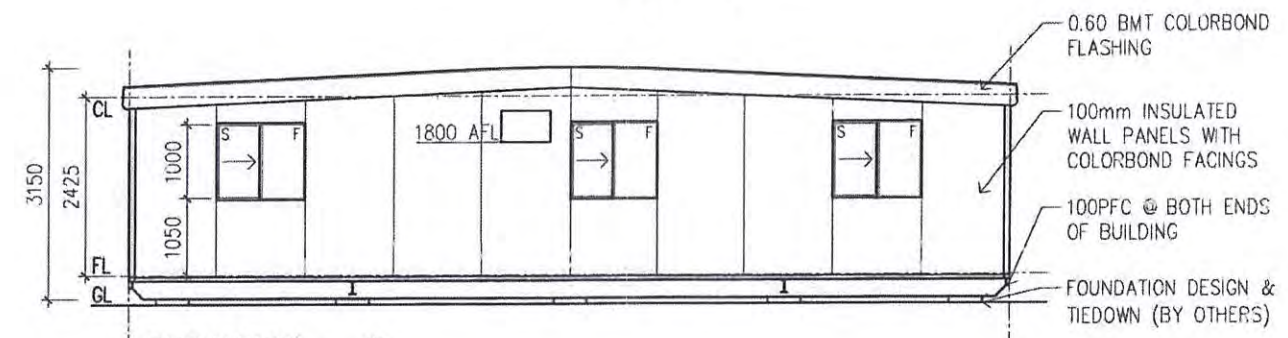
WALL PANEL LIST				
DESCRIPTION	LENGTH (m)	QTY	UNIT WEIGHT (kg/m)	TOTAL WEIGHT (kg)
100mm BONDOR	2.570	25	12.00	771.00
APPROXIMATE WEIGHT OF WALL PANELS				771.00



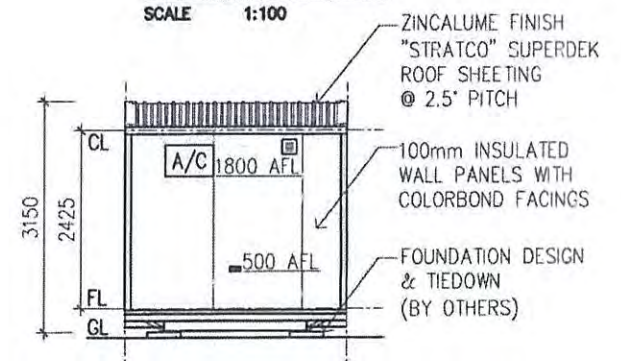
CORNER JOINT DETAIL
SCALE 1:5



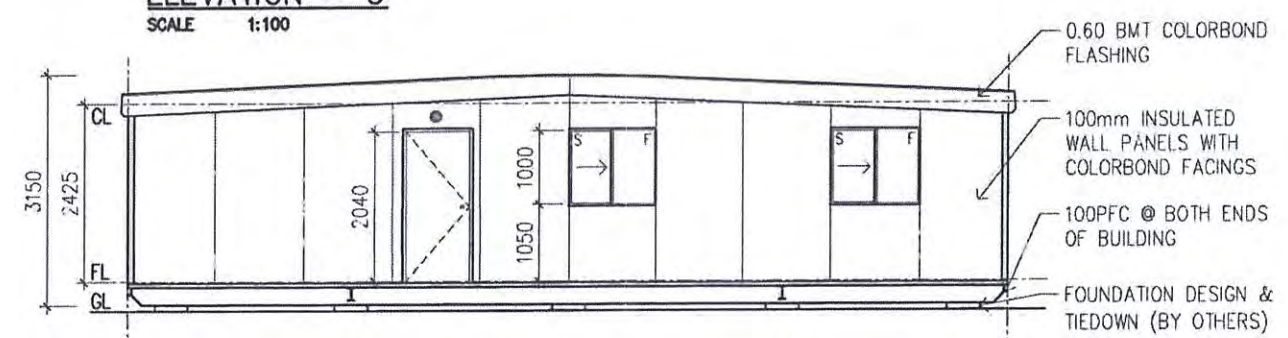
ELEVATION - A
SCALE 1:100



ELEVATION - C
SCALE 1:100



ELEVATION - B
SCALE 1:100



ELEVATION - D
SCALE 1:100



Andrew S Allen
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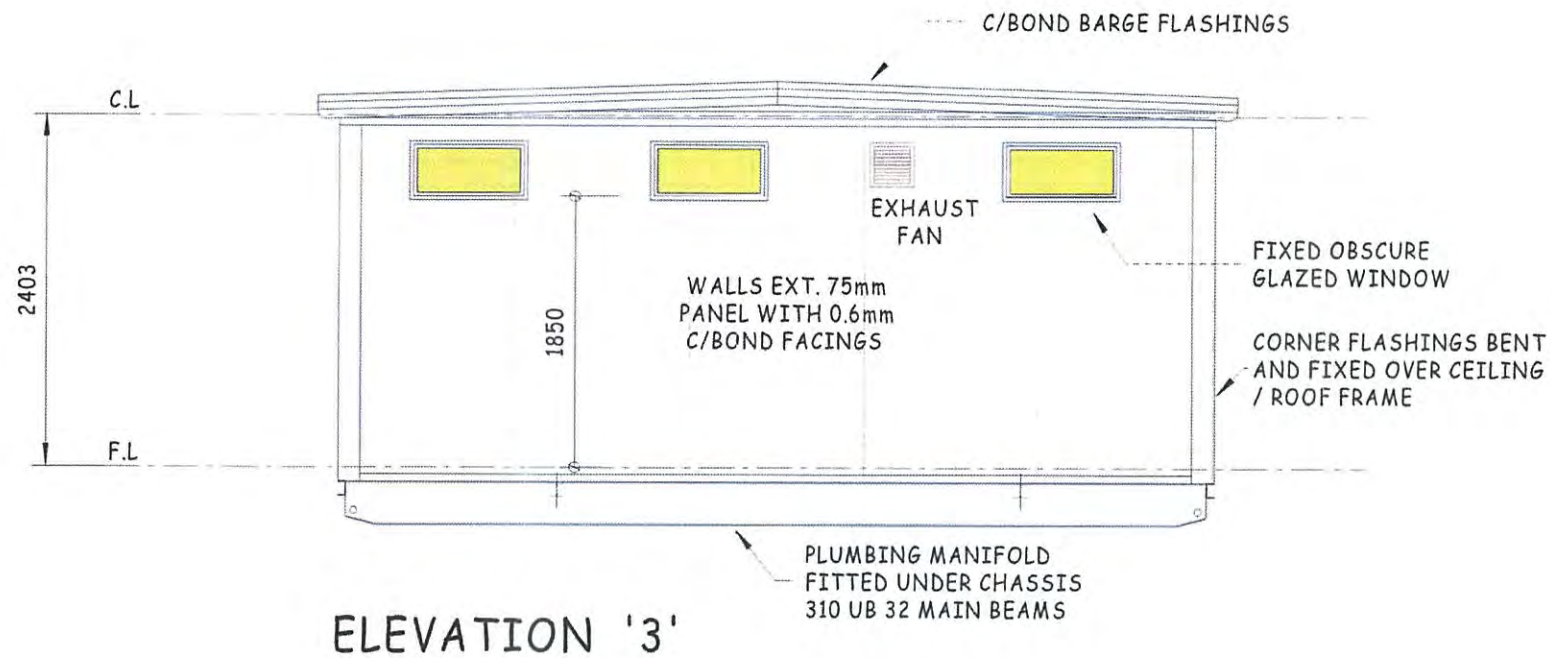
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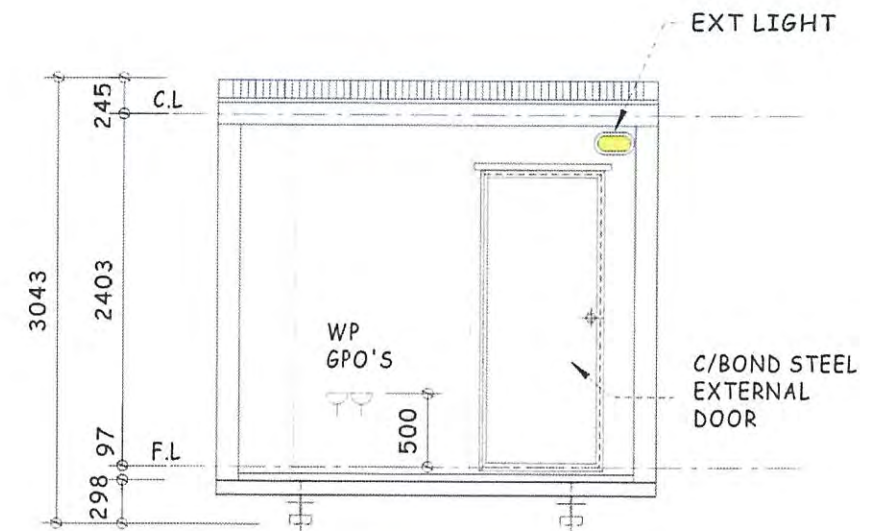
**SN: 4852
-4855**

CLIENT:	ONSITE NORTHWEST
PROJECT:	MULTI-PURPOSE BUILDING 12.0m X 3.0m
SHEET TITLE:	ELEVATIONS, SECTION & DETAILS
SCALE:	AS SHOWN (A3)
DRAWING NUMBER:	4852-4855-AR-02
REV	A

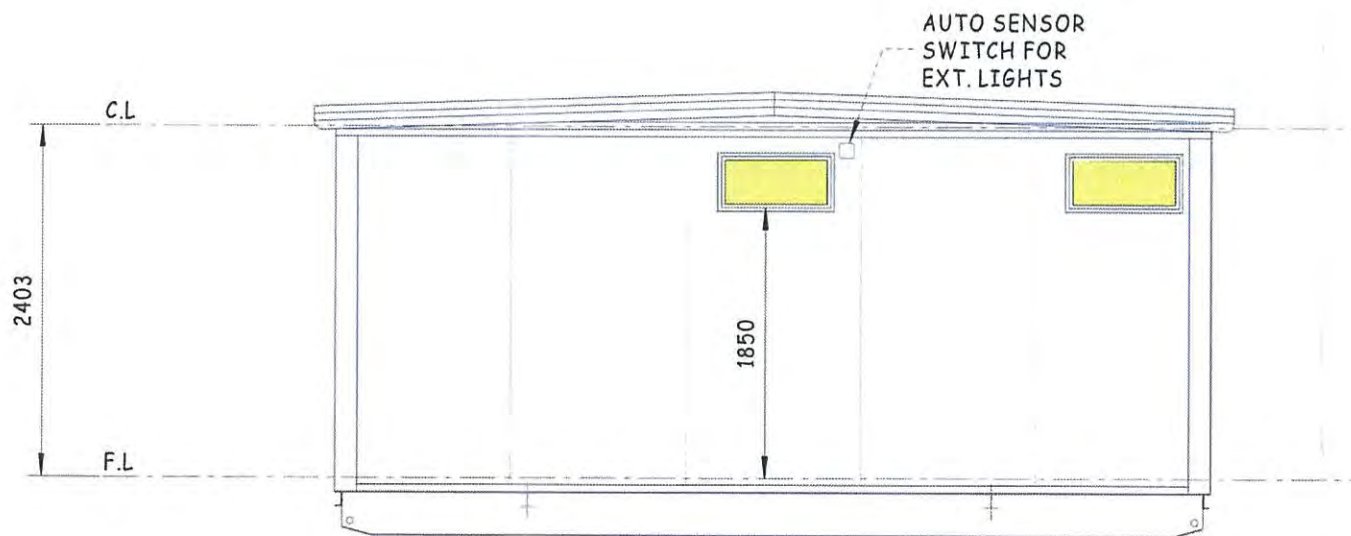
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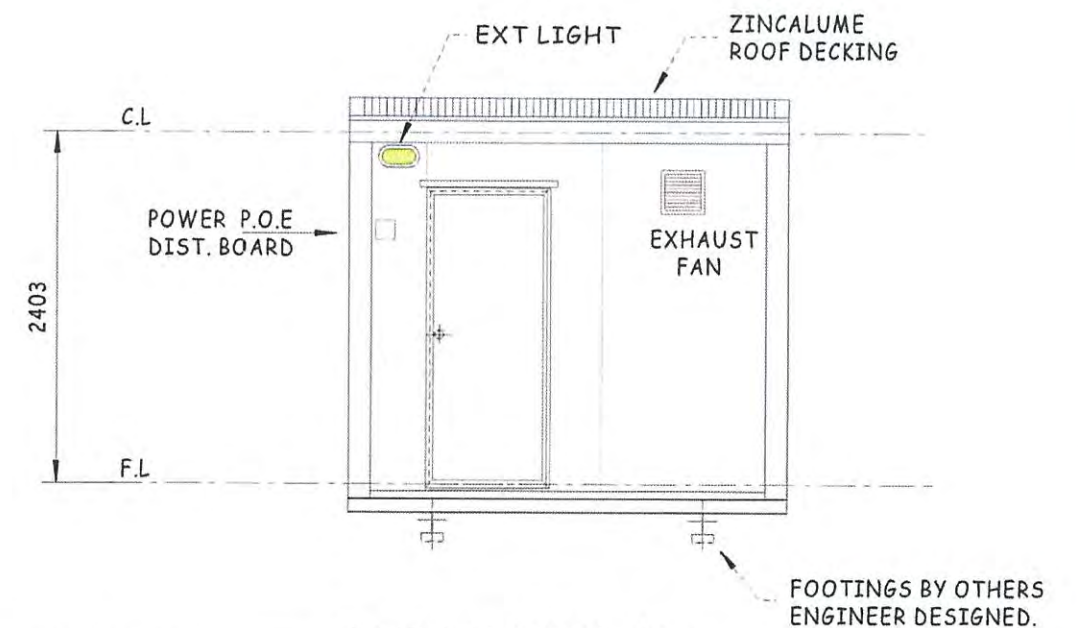
ELEVATION '3'



ELEVATION '2'



ELEVATION '1'



ELEVATION '4'



REV	DATE	DETAIL	BY
C	19.09.12	ISSUED FOR APPROVAL	DCT
B	11.04.12	ISSUED FOR APPROVAL	AT
A	28.12.11	ISSUED FOR APPROVAL	DCT



CYCLONIC DESIGN
 BUILDING DESIGN CRITERIA
 WIND LOAD - IN ACCORDANCE
 WITH AS.1170.2:2002 REGION D
 TERRAIN CATEGORY 2
 WIND SPEED - V500 = 88 m/s



Ph : [08] 9362 6511 Fax : [08] 9362 6411
 114 PRESIDENT STREET WELSHPOOL WA 6106
 [CORNER PRESIDENT & ORRONG]
 EMAIL : OFFICE.ADMIN@pigdonportables.com

BUILDING / DWG TITLE: ELEVATIONS 6 x 3 m MALE FEMALE TOILET	DRWG / SERIAL No: 12551-52-ELV
SITE LOCATION: REFER PLAN	NOTE: DO NOT SCALE DRAWINGS. DIMENSIONS IN mm. THIS DRAWING IS PROTECTED BY COPYRIGHT LAWS.
COMPANY / CLIENT: ONSITE HIRE	REFER PLAN DWG : 12551-52-PLN REFER CHASSIS DWG : 12551-52-CHA
	SHEET / SCALE : A3 @ 1:50 DRAWN BY: DCT CHECKED BY: DF DATE: 28.12.11

ELECTRICAL LEGEND			
	CIRCUIT BOARD - CONNECTION POINT		ISOLATOR SWITCH W/PROOF
	SINGLE LIGHT SWITCH		LIGHT : 1x36w FLUORESCENT : DIFFUSED
	SWITCH : LIGHT : TWO WAY		FLUORESCENT LIGHT 2x36w DIFFUSED
	PE AUTO SWITCH - FOR EXT. LIGHTS		EXTERNAL LIGHT - W/PROOF
	GPO - 10 AMP DOUBLE - REF HEIGHT		GPO - 10 AMP SINGLE - REF HEIGHT
	GPO - 10 AMP SINGLE - WATER PROOF IP66		SCREW IN TYPE P/N COIPHIO - REF HEIGHT
	PHONE POINT - DRAW WIRE		COMPUTER POINT - DRAW WIRE
	SMOKE DETECTOR - HARD WIRED		EXHAUST FAN - WALL MOUNTED

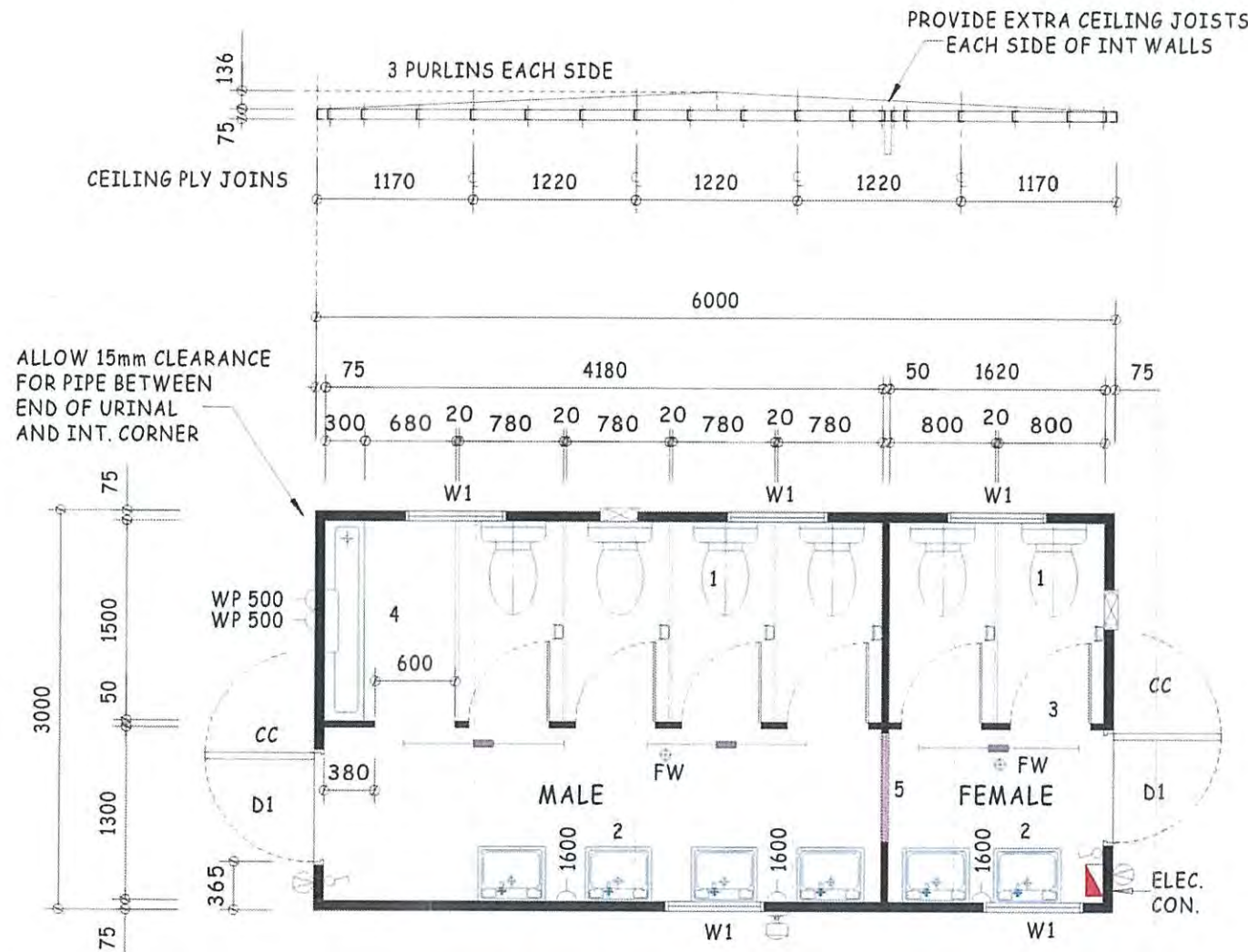
ELECTRICAL NOTES :
 .. ALL CIRCUITS TO BE DOUBLE POLED.
 .. IF EXTERNAL LIGHTS, PUT ON SEPERATE CIRCUIT.
 .. INT. LIGHTING MAX 6W / m²

COLOUR SCHEDULE :

ROOF SHEETS	- ZINCALUME
EXTERNAL PANEL	- SURFMIST
BARGE FLASHINGS	- DEEP OCEAN
CORNER FLASHINGS	- DEEP OCEAN
WINDOWS	- PEARL WHITE
ALUMIN.	- ALL MILL
VINYL	- JERVIS GREEN
LOGOS	- NO
CEILING	- BEIGE
DOOR SKIN	- PAINTED DEEP OCEAN
DOOR FRAME	- PAINTED DEEP OCEAN

SHORT SPECIFICATION -

- STEEL CHASSIS 310UB32 MAIN CHASSIS BEAMS WITH TAPERED ENDS, REFER CHASSIS DWG.
- CHASSIS PAINTED WITH 2 COATS OF RED OXIDE
- GALV. FLOOR JOISTS 75x40x16 AT MAX. 400 CTRS
- 22mm AQUATITE FLOORING - TERMITE TREATED.
- 2.0mm SLIP RESISTANT VINYL FLOOR FINISH WITH 100 HIGH COVING.
- WALLS EXT. 75mm PANEL WITH 0.6mm C/BOND FACINGS, TOTAL SYSTEM VALUE R2.156.
- WALLS INT 50mm PANEL WITH 0.4mm C/BOND FACINGS.
- ALL WINDOWS AND EXT DOOR FRAMES TO HAVE FIXINGS DOUBLED INT & EXT.
- CC = CONCEALED CHANNEL STFNFR FIXED AT BASE & TOP CHANNEL TO PANEL JOIN.
- CORNER FLASHINGS BENT AND FIXED OVER CEILING / ROOF FRAME.
- R3.0 INSULATION BATTS TO CEILING.
- GALV. STEEL CEILING / ROOF FRAME.
- ZINCALUME SUPERDECK PROFILE ROOF DECKING.
- MOULDED PROFILE FILLER UNDER LOW END OF ROOF DECKING.
- C/BOND ROOF FLASHINGS AND CORNER TRIMS.
- R1.3 ANTICON INSULATION UNDER ROOF DECK.
- PRE-FINISHED 4mm PVC CEILINGS WITH ALUMIN. 40x40 CORNICE.
- ALL PLUMBING HOLES SEALED AROUND PIPES.
- PLUMBING WASTE MANIFOLD UNDER FLOOR.
- CEILING HEIGHT 2400



SUPPLIED EQUIPMENT LIST -

- D1 - 2040 x 820 PLAIN METAL EXTERNAL DOOR WITH PASSAGE SET, PLUS HASP & STAPLE.
- W1 - 350 x 755 FIXED OBSCURE GLAZED WINDOW WITH CYCLONIC FILM.
- 1 - TOILET PAN WITH DUAL FLUSH CISTERN & PAPER HOLDER.
- 2 - WALL MOUNTED S.S. HAND BASIN 830 AFL WITH MIRROR OVER.
- 3 - TOILET CUBICLE & DOOR HMR MELAMINE
 - 1800 HIGH TO TOP OF PARTITIONS.
 - 150 GAP ABOVE FLOOR LEVEL TO UNDER SIDE.
 - DOOR 600 w WITH RED / GREEN INDICATOR BOLT.
- 4 - WALL MTD S.S. URINAL 1500 LONG WITH CISTERN.
- 5 - 2040 x 820 REMOVABLE PANEL - FIT 'C' CHANNEL TO OPENING.

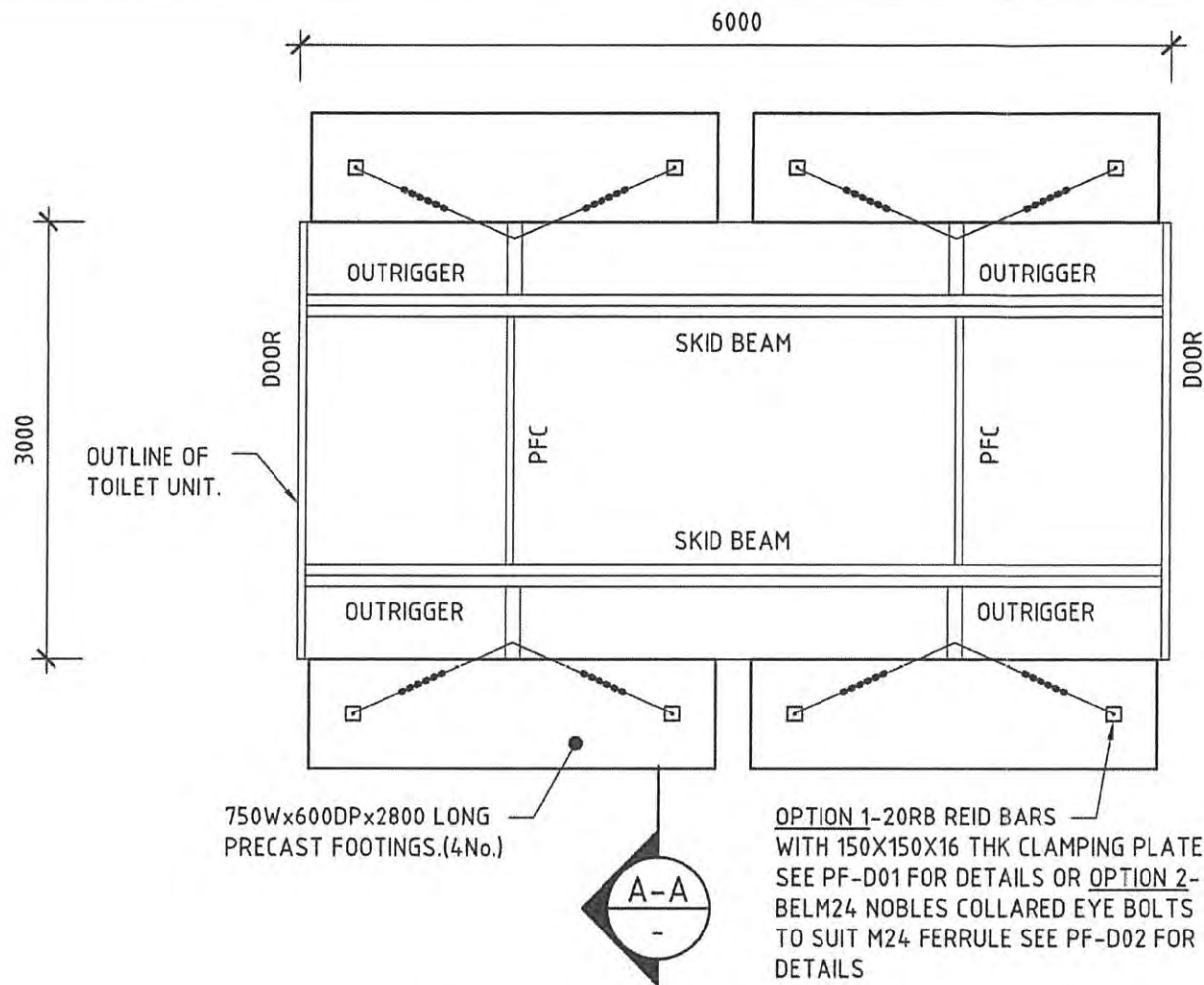


12551-52-ELV



TOILET BLOCK TO SUPPORT CLASS 5 OFFICE OR CLASS 6 LUNCH RM

				BUILDING / DWG TITLE: GENERAL PLAN / ELECTRICAL LAYOUT 6 x 3 m MALE / FEMALE TOILET		SERIAL / DRWG No: 12551-52-PLN	
0439 975 927 CYCLONIC DESIGN BUILDING DESIGN CRITERIA WIND LOAD - IN ACCORDANCE WITH AS.1170.2:2002 REGION D TERRAIN CATEGORY 2 WIND SPEED - V500 = 88 m/s		Ph : [08] 9362 6511 Fax : [08] 9362 6411 114 PRESIDENT STREET WELSHPOOL WA 6106 [CORNER PRESIDENT & ORRONG] EMAIL : OFFICE.ADMIN@pigdonportables.com		SITE LOCATION: EX YARD		NOTE: DO NOT SCALE DRAWINGS. DIMENSIONS IN mm. THIS DRAWING IS PROTECTED BY COPYRIGHT LAWS.	
COMPANY / CLIENT: ONSITE HIRE		SHEET / SCALE: A3 @ 1:50		REFER ELEVATION DWG : 12551-52-CHA REFER CHASSIS DWG : 12551-52-ELV		DRAWN BY: DCT	
REV DATE DETAIL BY		C 19.09.12 CHANGED CLIENT & DESIGN DCT B 11.04.12 ISSUED FOR APPROVAL AT A 30.12.11 ISSUED FOR APPROVAL DCT		CHECKED BY: DF		DATE: 30.12.11	



PLAN ON 6.0x3.0m TOILET BLOCK

SCALE 1:50

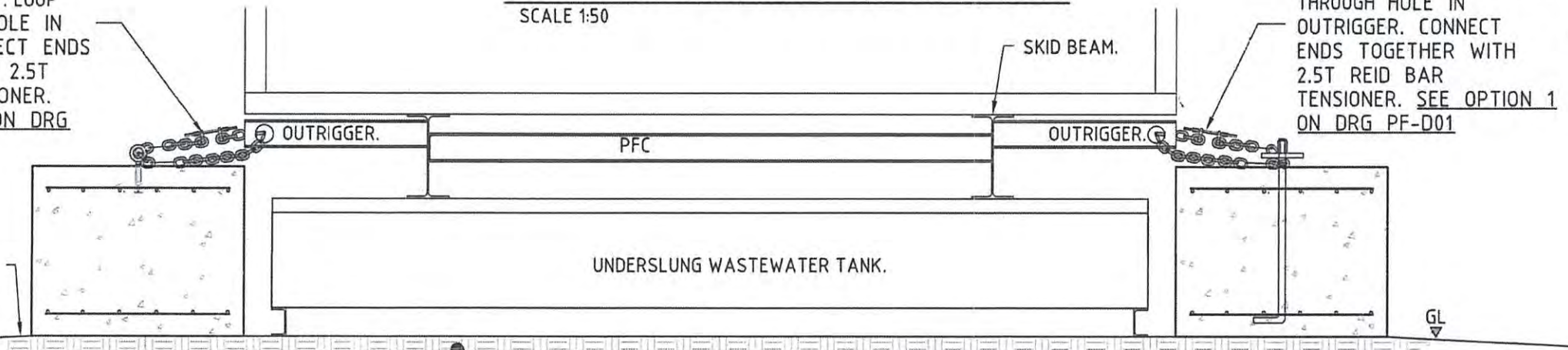
OPTION 2
2.5T RATED CHAIN. LOOPED THROUGH EYE BOLT. LOOP CHAIN THROUGH HOLE IN OUTRIGGER. CONNECT ENDS TOGETHER WITH 2.5T REID BAR TENSIONER. SEE OPTION 2 ON DRG PF-D02

ENSURE GROUND IS SLOPING AWAY FROM FOOTINGS

COMPACT SUBGRADE TO 92% MMDD. MINIMUM ENSURE DRAINAGE IS AWAY FROM UNIT.

OPTION 1
20RB REID BARS WITH 150X150X16 THK CLAMPING PLATE. SEE PF-D01 FOR DETAILS OR **OPTION 2**- BELM24 NOBLES COLLARED EYE BOLTS TO SUIT M24 FERRULE SEE PF-D02 FOR DETAILS

OPTION 1
2.5T RATED CHAIN. LOOPED THROUGH 20RB REID BAR WITH 150x150x16 THK CLAMPING PLATE. LOOP CHAIN THROUGH HOLE IN OUTRIGGER. CONNECT ENDS TOGETHER WITH 2.5T REID BAR TENSIONER. SEE **OPTION 1** ON DRG PF-D01



SECTION A-A

SCALE 1:20

BUILDING DESIGN WIND SPEED TO AS 1170.2-2002
ANNUAL PROBABILITY OF EXCEEDANCE - 1: 500 [IL2]
WIND REGION - D (CYCLONIC) TERRAIN CATEGORY - 2
WIND SPEEDS: REGIONAL - 88m/s SERVICEABILITY - 55m/s
TOPOGRAPHY MULTIPLIER - 1.0
Robin Salter 20/11/2012
ROBIN SALTER B.E.(Hons.) M.I.E Aust. C.P. Eng.
FRANK MARONI B.E. M.I.E Aust. C.P. Eng.
E: info@rsaperth.com.au P: 08 9317 3331

GENERAL:

1. ALL DIMENSIONS SHOULD BE CHECKED PRIOR TO COMMENCING WORK.
2. STRUCTURAL DRAWINGS TO BE READ IN CONJUNCTION WITH ALL RELEVANT DRAWINGS BY OTHERS. REFER TO THE ENGINEER TO RESOLVE ANY DISCREPANCIES.
3. UNLESS NOTED, DIMENSIONS ARE IN MILLIMETRES.
4. SPECIFICATIONS OR WRITTEN INSTRUCTIONS BY THE STRUCTURAL ENGINEER TAKE PRECEDENCE OVER THESE NOTES.
5. THE BUILDER WILL BE RESPONSIBLE TO ENSURE THE STRUCTURE OR INDIVIDUAL COMPONENTS ARE STABLE AND NOT OVERSTRESSED DURING THE CONSTRUCTION PERIOD.
6. SUBSTITUTION OF SPECIFIED MATERIALS REQUIRES PRIOR WRITTEN APPROVAL OF THE ENGINEER.
7. THE BUILDER IS TO RECORD ALL APPROVED VARIATIONS.
8. ALL ENGINEERING, MATERIALS & WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE RELEVANT AUSTRALIAN STANDARDS (AS) AND ALL CODES NAMED IN THE BCA.
9. ENSURE THAT EXCAVATIONS DO NOT UNDERMINE NEW AND EXISTING STRUCTURES.
10. ALL STEELWORK SHALL BE NEW UNLESS PRIOR APPROVAL IS GIVEN IN WRITING BY RSA
11. GROUND PREPARATION / EARTH WORKS TO BE GRADED SUCH THAT ALL STORM WATER IS DIRECTED WELL AWAY FROM THE BUILDINGS AND ASSOCIATED FOOTINGS

REV	DESCRIPTION	DATE	BY
A	ISSUED FOR REVIEW	JAN 2012	ML



**CONSULTING ENGINEERS
DESIGNERS & PROJECT MANAGERS**
Unit 6 / 9 Playle Street Myaree 6154 WA
P 08 9317 3331 F 08 93173337 E info@rsaperth.com.au

ALL DIMENSIONS SHALL BE VERIFIED BEFORE COMMENCING ANY WORK OR SHOP DRAWINGS
THIS DRAWING IS THE COPYRIGHT OF RSA PTY LTD UNDER THE COMMONWEALTH COPYRIGHT ACT

PROJECT	6 x 3m TANK MOUNTED TOILET BUILDING REGION D TIE-DOWN DETAILS PRO - FORMA
CLIENT	ONSITE RENTAL GROUP

SCALE	as shown	PROJECT No.	2011-991
DATE	JAN 2012	DRG No.	TB-D01
DRAWN	ML	REV	A
CHECKED	JD	TITLE PLAN ON FOOTING LAYOUT	

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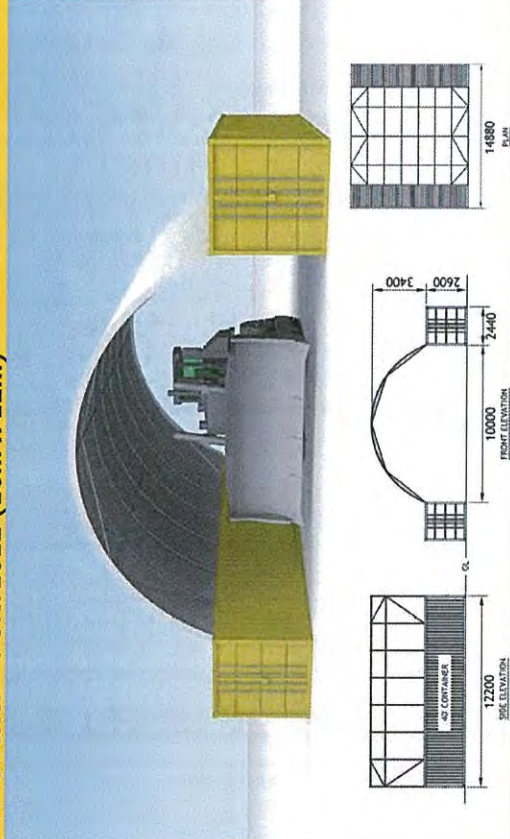
**PORT
SHELTERS**



Product of Port Container Services

Popular 12m Shelter Options (see page 3 for complete range)

40' Shelter – PORT1012 (10m x 12m)



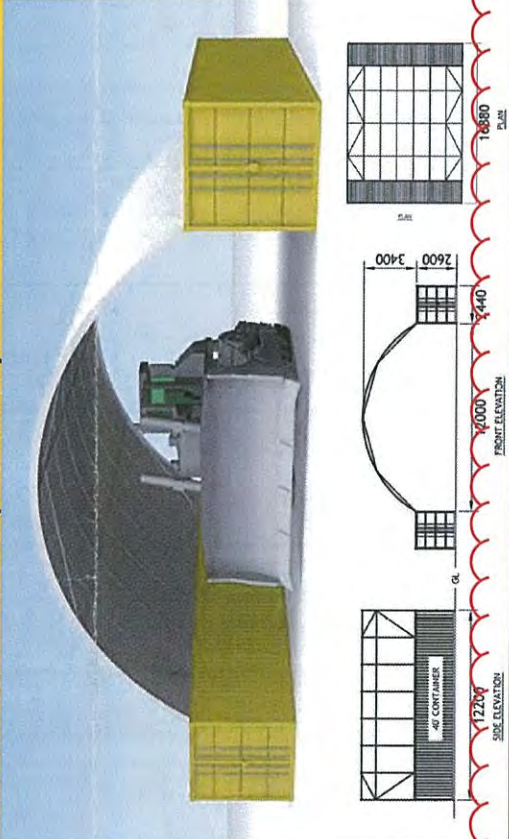
WIND REGION	CRADLE CODE	PRICE
REGION A (Welded)	CODE CT2C	\$9,736.00 + GST
REGION B (Welded)	CODE CT2C	\$10,237.00 + GST
REGION C (Welded)	CODE CT2D	\$14,689.00 + GST
REGION D (Welded)	CODE CT2D	\$14,689.00 + GST

(Wind Region map & speeds see pg.6)

DELIVERY PRICES
(See page 5)

* Containers not included. Container prices available on request. If you would like a quote on a shipping container then please click here for an instant quote from our website.

40' Shelter – PORT1212 (12m x 12m)



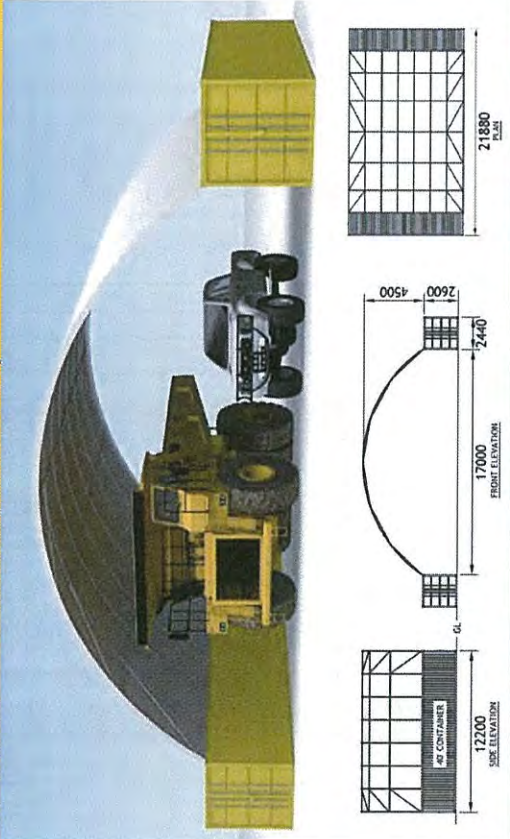
WIND REGION	CRADLE CODE	PRICE
REGION A (Welded)	CODE CT2C	\$10,838.00 + GST
REGION B (Welded)	CODE CT2C	\$13,259.00 + GST
REGION C (Welded)	CODE CT2D	\$18,262.00 + GST
REGION D (Welded)	CODE CT2D	\$18,262.00 + GST

(Wind Region map & speeds see pg.6)

DELIVERY PRICES
(See page 5)

* Containers not included. Container prices available on request. If you would like a quote on a shipping container then please click here for an instant quote from our website.

40' Shelter – PORT1712 (17m x 12m)



WIND REGION	CRADLE CODE	PRICE
REGION A (Welded)	CODE CT2D	\$18,784.00 + GST
REGION B (Welded)	CODE CT2E	\$20,300.00 + GST
REGION C (Welded)	CODE CT2E	\$28,724.00 + GST
REGION D (Welded)	CODE CT2E	\$28,724.00 + GST

(Wind Region map & speeds see pg.6)

DELIVERY PRICES
(See page 5)

* Containers not included. Container prices available on request. If you would like a quote on a shipping container then please click here for an instant quote from our website.

Custom sizes also available – Please call for a quote.

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FAX: 1300 825 595
ABN: 15 843 537 160
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**PORT
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Product of Port Container Services



Container Shelter Advantages:

The Container Mounted Port Shelter is a relocatable shelter system engineered to tolerate wind and other hard-hitting Australian conditions. Port Shelters have a strong steel frame that can be either bolted, welded or twist locked to the top of shipping Containers.

Container Mounted Port Shelters structures come in a huge range of sizes and are made to suit several shipping container formations. Port Shelter models are engineered to withstand and profiles are available to suit Australian A, B, C and D Wind Regions. All steel used in construction is in accordance with AS1163 and designed in accordance with AS1170.2.

The Port Shelter concept found its way into Australia in the late 80's as an economical shedding solution which provided excellent conditions when installed.

The Port Shelter concept gives significant benefits to a wide range of applications including Mining, Civil, Agricultural, and construction.

This is due to the tarpaulin cover giving little radiant heat in summer, more even temperatures in winter compared to steel roofed structures and the high curved roof promoting convectional currents, creating a pleasant atmosphere.

Port Shelter is the anywhere shelter system.

Container Shelter Accessories:



Joining Strips

A waterproof connection that joins two container shelters together length ways.

Price on application



Cover Branding

Brand your container shelter with your own personalized corporate identity.

Price on application



Toprail System

This accessory allows for easier installation for shelters that move locations regularly.

Price on application



Extended Flaps & Gutter System

A waterproof connection that joins two container shelters together side by side.

Price on application



End Wall

Enclose your container shelter with an endwall. Full and partial endwalls avail with the option of a personnel access doorway


Price on application




Shelter Lighting

Add lights and fittings to your container shelter for maximum lighting.

Price on application



Another Completed Total Worksite Solution by
Port Container Services
For more information please call 1300 825 458



No project too big or too small

Port Container Services service the mining and civil sectors and can design a complete worksite solution to cater for your needs.

To run a construction site efficiently you need the right facilities. Strong, durable & practical, our portable buildings can be used for a variety of applications in domestic, business & industrial settings.

By combining our range of container products such as our site offices, ablution blocks, lunch rooms, first aid rooms & workshops, we can design the ideal complete worksite solution for your business.

Port Container Services is dedicated to providing practical & cost effective amenities that are specially designed for the construction industry & comply with Australian legislative requirements.