



Town of Port Hedland

MINUTES

OF THE

ORDINARY MEETING OF THE TOWN OF PORT HEDLAND COUNCIL

HELD ON

WEDNESDAY 22 SEPTEMBER 2010

AT 5.30 PM

**IN COUNCIL CHAMBERS
McGREGOR STREET, PORT HEDLAND**

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*Paul Martin
Acting Chief Executive Officer*

OUR COMMITMENT

To enhance social, environmental and economic well-being through leadership and working in partnership with the Community.

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ITEM 3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**3.1 Questions from Public at Ordinary Council Meeting held on Wednesday 8 September 2010**

Nil.

ITEM 4 PUBLIC TIME**4.1 Public Question Time**

5:36 pm Mayor opened Public Question Time

4.1.1 Mr Chris Whalley

Given work has now begun on South Hedland Oval for the new sports centre, will Council contact the AFL commission with a view of staging a WAFL match at the new South Hedland Oval when it is completed? May I suggest Swan Districts vs Fremantle?

Mayor advised that there is an Australian Football League (AFL) game in the pipeline at the Colin Matheson Oval for next year and is confident that we will see good AFL teams participating.

4.1.2 Mr Wayne Ness

With reference to Agenda Item 11.1.2.7 'Proposed Storage Facility/Depot/Laydown Area – Incidental Drivers Rooms, Lot 5884, Manganese Street, Wedgefield' presented to Council on 8 September 2010, pages 49-56:

- 1. How do the proposed plans as submitted for the meeting page 54 match up page 49 when in Background 'The proposal' refers to 6 drivers rooms and 2 locker rooms and only contain a bed and would rely on other common facilities such as bathrooms and showers, when the rooms actually show 8 rooms, all with ensuites?*
- 2. Is a laundry with 4 proposed washing machines consistent with 6 'rest rooms in a laydown yard'?*
- 3. How often will Council inspect these rooms and log books to ensure compliance?*
- 4. Why would you require 16 car bays if the rooms can only be used by each person for 2 x 12 periods in a 72 hour period and there is only supposed to be 6 rooms, with beds only?*
- 5. Why does 201011/090 Councils decision/Officers Recommendation Item 4 refer to seven drivers rooms?*
- 6. Is Council going to permit other fatigue management proposals the same right, for example other crane companies, trucking companies and bus companies?*

7. *Was the applicant asked at any time how many employees they actually had, how many employees were actually going to be using the lay down rooms and where the drivers usually reside to ensure satisfaction that the rooms are to be used as stated in the application before being put to full Council vote?*

Mayor advised these questions are on notice.

4.1.3 Mr Jay Jay Gonzales

On Wednesday 28 July 2010 I sent an email to a Town of Port Hedland employee requesting that my Taekwondo Club access the Gratwick Hall free of charge for our End of Year Awards and Presentation Night on 11 December 2010. By 28 August 2010 I still hadn't received a reply, I enquired to the Town as to the delay and received an email from the same employee stating that my request was denied. I would like to know why?

Mayor advised this question is taken on notice.

5:41 pm Mayor closed Public Question Time

4.2 Public Statement Time

5:42 pm Mayor opened Public Statement Time

4.2.1 Mr Geoff Schafer

As the Nissen House is a historic building in what I thought was a pretty good state of repair, and as the Care for Environment Centre now has a different meeting place I would not like to see this building demolished. I would be willing on my own behalf to negotiate a lease with BHP Billiton, with maintenance of the building and grounds my responsibility. In the mean time I request that no action be taken on removal or demolition.

5:46 pm Mayor closed Public Statement Time

ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE

5.1 Councillor J Gillingham

In reference to recent vandalism of the kangaroo statues on Cooke Point Drive, does Council know if anybody has been charged and what is going to happen with the statue, will they be reinstated?

Mayor advised that she has spoken to the Police and that investigations are ongoing. In the mean time the Town's Community Development team is working on a public art strategy with BHP Billiton.

Furthermore, the community is going to be made aware of what has happened in order to find the culprits.

5.2 Councillor S Coates

With regard to the Taekwondo Club and their event on 11 December 2010, can we consider this matter at a Council meeting before December?

Mayor advised that Council will consider the matter.

ITEM 6 DECLARATION BY MEMBERS TO HAVE GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPER PRESENTED BEFORE THE MEETING

The following Members verbally declared to have given due consideration to all matters contained in the Business Paper presented before the meeting.

Mayor K A Howlett	Cr J M Gillingham
Cr A A Carter	Cr S J Coates
Cr S R Martin	Cr D W Hooper
Cr G J Daccache	Cr M (Bill) Dziombak

ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Rescinding of Confirmation of Minutes of Ordinary Meeting of Council held on Wednesday 25 August 2010

NOTE: Mayor called for a show of hands in favour to consider the revoking of Resolution 201011/081 of Agenda Item 7.1 "Confirmation of Minutes of Ordinary Meeting of Council held on Wednesday 25 August 2010" presented to Council's Ordinary Meeting Held on Wednesday 8 September 2010 and recorded on page 12 of those Minutes.

The following Councillors indicated their support consider this matter:

Cr A A Carter
Cr G J Daccache
Cr J Gillingham

201011/099 Council Decision/Officer's Recommendation**Moved:** Cr A A Carter**Seconded:** Cr G J Daccache

That Council rescinds Council Decision 201011/081 of Agenda Item 7.1 "Confirmation of Minutes of Ordinary Meeting of Council held on Wednesday 25 August 2010" presented to Council's Ordinary Meeting Held on 8 September 2010 and recorded on page 12 of those Minutes, that states:

"That the Minutes of the Ordinary Meeting of Council held on Wednesday 25 August 2010 be confirmed as a true and correct record of proceedings."

CARRIED 8/0

7.2 Confirmation of Minutes of Ordinary Meeting of Council held on Wednesday 25 August 2010**201011/100 Council Decision/Officer's Recommendation****Moved:** Cr A A Carter**Seconded:** Cr G J Daccache

That the Minutes of the Ordinary Meeting of Council held on Wednesday 25 August 2010 be confirmed as a true and correct record of proceedings, with the following amendments:

1. Item 4.1.2 Mr Wayne Ness, recorded on page 6 – following the questions raised by Mr Ness:

insert "Mayor advised these questions will be taken on notice."; and

delete "The Director Regulatory Services advised that Council does not accept the comment from Mr Ness that planning Guidelines are disregarded and that Council acts against the principles of good and orderly planning. With regard to Mr Ness's application the Director Regulatory Services advised that Council cannot comment on it at this point in time as the matter is currently with the State Administrative Tribunal.

However, with regard to the item pertaining to Lot 2 (39) Morgans Street, it has to be noted that the applicant submitted an amended plan to Council which is considered to be in line with the scheme and relevant policies. Regarding the Pretty Pool Guidelines, these guidelines have been put in place by LandCorp to ensure that a high standard of development is maintained. The guidelines are not enforceable by the Town but rather by LandCorp and their consultants (JCY Architects) through purchase agreements

between LandCorp and the purchaser. Council officers have applied all controls permissible under the Town Planning Scheme in relation to developments in Pretty Pool. It must be emphasized that although the Town will work closely with any developer to achieve a good outcome, the Town Planning Scheme, Residential Design Guidelines and any Local Planning Policy remain the primary development control documents, and should any variation of these documents be sufficiently justified by an applicant Council or Council Staff having delegated authority would consider such application.”

CARRIED 8/0

7.3 Confirmation of Minutes of Ordinary Meeting of Council held on Wednesday 8 September 2010

201011/101 Council Decision/Officer's Recommendation

Moved: Cr A A Carter

Seconded: Cr S R Martin

That the Minutes of the Ordinary Meeting of Council held on Wednesday 8 September 2010 be confirmed as a true and correct record of proceedings.

CARRIED 8/0

ITEM 8 ANNOUNCEMENTS BY CHAIRMAN WITHOUT DISCUSSION

Mayor Howlett's Activity Report for the July/August 2010 period to date as follows:

Wednesday, 1st September

- Weekly Catch-up Meeting Acting Chief Executive Officer, Deputy Mayor and Mayor
- Telephone Conference with Hon John Castrilli and Department Local Government Pilbara Regional Collaborative Meeting with Acting Chief Executive Officer
- Chaired Informal Council Meeting
- Conducted Initial Rates Incentive Draw with Deputy Mayor, Cr Daccache and Acting Director Corporate Services
- Weekly Media Meeting with Deputy Mayor
- Meeting relating to Airport Master Plan, Deputy Mayor, Cr Martin, Cr Dziombak, Acting Chief Executive Officer, Director Engineering Services and Manager Planning Services
- Attended Cassia Primary School Open Day/Evening

Thursday, 2nd September

- Meeting With Swans Football Club, Cr Daccache, Acting Director Community Development
- Meeting Principal Hedland Senior High School re: Sports Oval Usage and Future Plans, Deputy Mayor, Acting Chief Executive Officer, Acting Director Community Development

Friday, 3rd September

- Weekly Catch-up Meeting Acting Chief Executive Officer, Deputy Mayor and Mayor
- Photo At Youth Precinct re: Working Group Community Members Sought
- Meeting on site with Swans Football Club re: Moving and Storage with Acting Director Community Development

Saturday, 4th September

- Mayor Coffee Session (Shana's Cafe, Port Hedland)
- Mayor Coffee Session (Muffin Break, South Hedland)

Sunday, 5th September

Attended Baler Primary School P&C Big Day Out Fundraiser

Monday, 6th September

- Pre-recorded Spirit Radio Weekly Interview (Topics: Free Graffiti Removal Kits, - Creative Writers Group and - Battery Recycling (Aa, A, B, C Etc))
- Meeting With Hedland Funeral Services and Acting Director Regulatory Services
- Attended Workshop South Hedland Bowls and Tennis Club with Cr Daccache, Acting Chief Executive Officer, Acting Director Community Development re: Future Clubroom Development

Tuesday, 7th September

- Opened Pilbara Music Festival with Cr Gillingham
- Interview by GWN re: Youth Precinct and Iconic Water Play Park
- Attended LandCorp Board Members Town of Port Hedland Visit with Acting Chief Executive Officer

Wednesday, 8th September

- Meeting with National Lifestyle Villages CEO with Manager Economic and Land Development
- Weekly Catch up Meeting with Deputy Mayor and Mayor
- Weekly Media Meeting with Deputy Mayor
- Attended Suicide Prevention and Intervention Group Meeting and BBQ
- Meeting LandCorp (Aaron Grant) South Hedland CBD with Acting Chief Executive Officer and Acting Director Community Development
- Chaired OCM September

Thursday, 9th September

- Pilbara Mayor/Shire President Fortnightly Phone Link Up

Friday, 10th September

- Meeting with Correct Line Engineering (Stuart Marshall) re: Community Involvement and Pride Initiatives
- Meeting with Town of Port Hedland Community Development Team re: Youth Centre Working Group with Acting Director Community Development
- Meeting with Local Resident Pat Mason
- Presented the Sustainability Award 2010 Hedland Education Excellence Awards

Saturday, 11th September

Attended Wangka Maya Pilbara Aboriginal Language Centre Open Day

Tuesday, 14th September

- Meeting with Hancock Prospecting (Cheryl Edwards) re: Community Development Plan, with Acting Chief Executive Officer and Acting Director Community Development
- Meeting with Gemini Medical Services with Deputy Mayor, Acting Chief Executive Officer and Acting Director Community Development
- Weekly Catch up Meeting with Chief Executive Officer, Deputy Mayor and Mayor

Wednesday, 15th September

- Meeting LandCorp re: South Hedland CBD and Communication Plans with Acting Director Community Development
- Meeting LandCorp and South Hedland Lotteries House re: South Hedland CBD Works and Communication Plans
- Weekly Media Meeting with Deputy Mayor
- Attended Lend Lease Visit to Town of Port Hedland with Manager Economic and Land Development
- Interview ABC Radio re: Fly In Fly Out workers

Thursday, 16th September

- Attended ANZ Australia CEO and Management Team Visit to Town of Port Hedland and Lunch with Deputy Mayor, Cr Gillingham, and Manager Economic and Land Development
- Meeting YIC re: Youth Precinct and Moving Forward with Acting Director Community Development
- Attended Airport Committee Meeting with Deputy Mayor, Acting Chief Executive Officer
- Attended Sunset @ Civic Centre Gardens Event – Eli Wolfe
- Attended Baler Primary School Art and Open Day/Evening Event

Mayor added that the Town's application to the Variety WA Board of Management was successful and Deputy Mayor A A Carter accepted a cheque for \$150,000.00 to go towards the playground to be built in the Iconic Park. At the moment it is very exciting to drive around town and see all the big things that are happening. There's the Iconic Park, where the site remediation is complete, orders are in place for the playground equipment and a stakeholder's event will also take place on 6 October.

At the Multi Purpose Recreation Centre the big light towers have just been erected together with the fencing around the oval and the demolition of the club rooms should be completed this week. The Youth Centre demolition is also under way. The JD Hardie Centre is open for business as usual and has a full program for the upcoming school holiday and a new entrance from the basketball court side of the centre.

ITEM 9 REPORTS BY ELECTED MEMBERS WITHOUT DISCUSSION**9.1 Councillor A A Carter**

Councillor Carter attended the Information Evening on 13 September for the JD Hardie Working Group which was very successful with about 40 community members in attendance.

9.2 Councillor J Gillingham

Councillor Gillingham thanked Council for giving use of the building during the Pilbara Music Festival Week and thanked the Town of Port Hedland staff for their support. Also, on Monday 20 September FMG flew Councillors to Cloudbreak, it was very exciting to see all the big things that are happening in the Pilbara.

9.3 Councillor S Coates

Councillor Coates referred to an email sent out to all Councillors from the Department of Education about a program to encourage attendance for students in our primary schools. Councillor Coates would like Council to consider supporting the program and he will have it as an Item for Council to consider soon.

9.4 Councillor D W Hooper

Councillor Hooper thanked Council for its support of the recent Youth Conference held at the C3 Church, which was very successful.

9.5 Councillor M Dziombak

Councillor Dziombak thanked the Town of Port Hedland for its support and sponsorship of the Business of the Year Awards held by the Port Hedland Chamber of Commerce on 18 September.

ITEM 10 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

10.1 Port Hedland Port Authority – Craig Wilson, Environment and Heritage Manager

Presentation from the Port Authority on “SW Creek Dredge and Offshore Disposal Projects”.

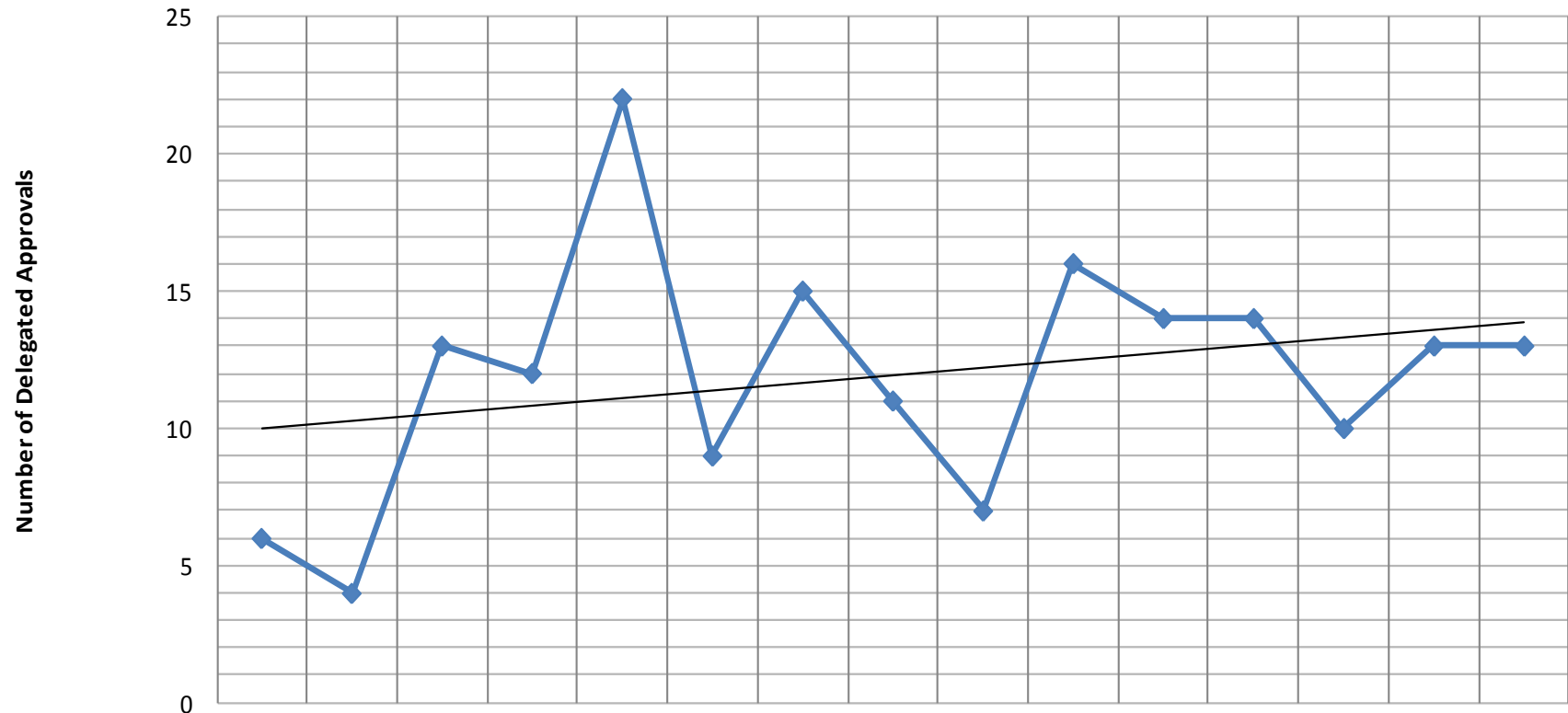
10.2 Hancock Prospecting Pty Ltd – Cheryl Edwardes, Executive General Manager External Affairs, Government Relations and Approvals

Presentation from Hancock Prospecting on the “Roy Hill Infrastructure Community Development Plan”.

DELEGATED BUILDING APPROVALS FOR AUGUST 2010

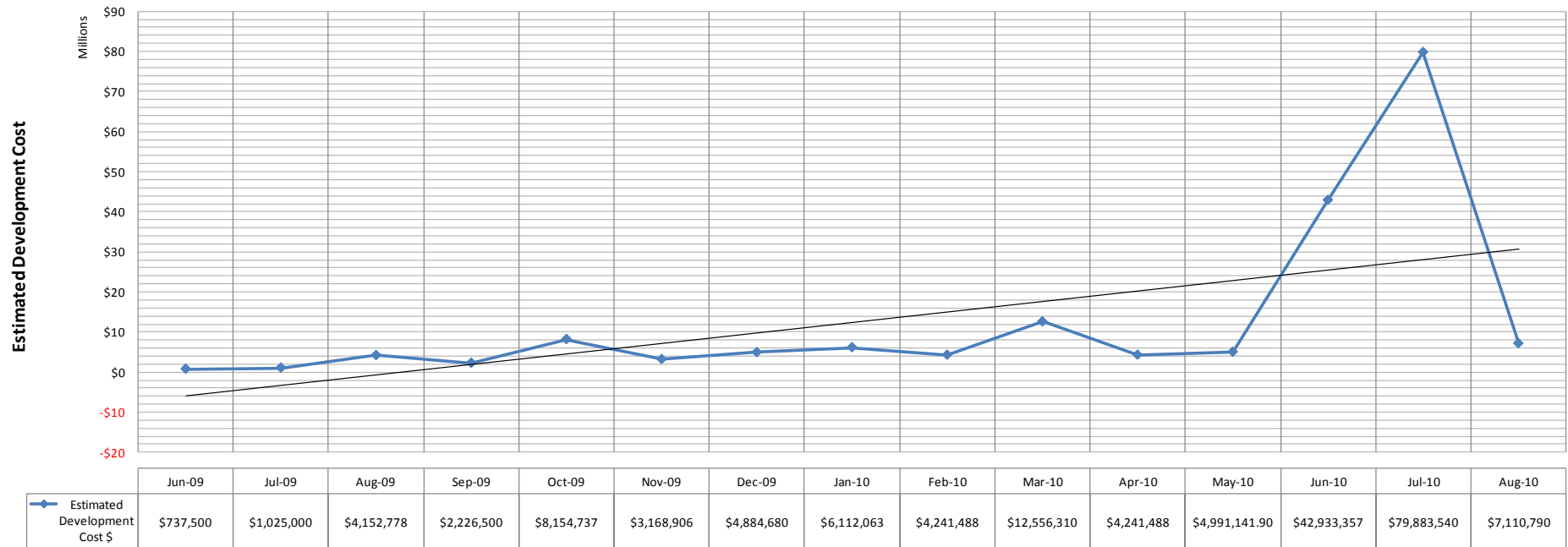
PLANNING APPROVALS - DELEGATED AUTHORITY - AUGUST 2010								
Applic No	Applic date	Date Determined	Description	Lot	Address	Owners Name	Applicants name	Development Value
2010/35.01	04/08/2010	25/08/2010	INDUSTRY - GENERAL - 4x ADDITIONAL FACTORY UNITS AND RELOCATION OF EXISTING CARETAKERS DWELLING	1015	9 MURRENA STREET WEDGEFIELD 6724	Nicolson Lowe Pty Ltd	Scott Nicolson Lowe	\$ 2,500,000
2010/50	09/03/2010	19/08/2010	STORAGE FACILITY / DEPOT / LAYDOWN AREA - Roadtrain Depot - replacement shed	2	LOT 2 GREAT NORTHERN HIGHWAY PORT HEDLAND 6721	GRAHAM DAVID BUCKLEY	Brendon Scott	\$ 500,000
2010/95	10/05/2010	11/08/2010	GROUPED DWELLING - 4x 1 bedroom units	2	39 MORGANS STREET PORT HEDLAND 6721	Biokovo Construction (FYC) Pty Ltd	Andrew MacIver	\$ 1,350,200
2010/128	09/06/2010	23/08/2010	OFFICE USE	122	12 KINGSMILL STREET PORT HEDLAND 6721	CLARK ANDREW BUTSON	MIKE FORBES	\$ 250,000
2010/131	11/06/2010	30/08/2010	SINGLE HOUSE - R Code variation to front setback	623	1 JIPURR STREET PORT HEDLAND 6721	WEI GUI HUANG	Wei Gui Huang	
2010/138	18/06/2010	13/08/2010	INDUSTRY - LIGHT - Workshop and office	5892	14 MANGANESE STREET WEDGEFIELD 6721	AUSTRA ENTERPRISES PTY LTD	Perthmetro Pty Ltd	
2010/145	22/06/2010	09/08/2010	USE NOT LISTED - Temporary Builders Yard	54	8 MCKAY STREET PORT HEDLAND 6721	LASSO HOLDINGS PTY LTD	Gary Wightman	\$ 1,500
2010/149	28/06/2010	19/08/2010	Design & Construction of Colin Matheson Oval Club Facility	3278	LOT 3278 TINDER STREET PORT HEDLAND 6721	TOWN OF PORT HEDLAND	Pilbara Constructions Pty Ltd	\$ 1,698,950
2010/150	28/06/2010	17/08/2010	STORAGE FACILITY/DEPOT/LAYDOWN AREA - WAREHOUSE ADDITION	982	2-4 SANDHILL STREET WEDGEFIELD 6724	TRENTWOOD CORPORATION PTY LTD	Calum Chalmers	
2010/162	22/07/2010	31/08/2010	PROPOSED DEVELOPMENT - 4x GROUPED DWELLINGS	212	25 MORGANS STREET PORT HEDLAND 6721	Miro Cecich	Owen Hightower	\$ 750,000
2010/167	26/07/2010	27/08/2010	CHANGE OF USE - TEMPORARY STORAGE FACILITY/DEPOT/LAYDOWN AREA AND OFFICE	1422	LOT 1422 HARDIE STREET PORT HEDLAND 6721	LIMITED AMPOL	Planning Solutions	
2010/168	09/08/2010	23/08/2010	GROUPED DWELLING - 3x ADDITIONAL DWELLINGS	2	21 MCGREGOR STREET PORT HEDLAND 6721	Ricardo Herbert Dalais	Owen Hightower	\$ 55,000
2010/172	29/07/2010	31/08/2010	BICYCLE LOCKERS	1483	15 MCGREGOR STREET PORT HEDLAND 6721	TOWN OF PORT HEDLAND	Brian Chapman	\$ 5,140

Summary & Trendline of Town Planning Delegated Approvals



	Jun-09	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10
◆ Delegated Approvals	6	4	13	12	22	9	15	11	7	16	14	14	10	13	13

Summary & Trendline of
Town Planning Delegated Approvals
Estimated Development Costs



BUILDING LICENCES AUGUST 2010						
Licence Number	Decision Date	Locality	Description of Work	Estimated Construction Value (\$)	Floor area square metres	Building Classification
80987	04.08.2010	SOUTH HEDLAND	1 x New Single Dwelling	\$ 499,650.00	229	Class 1a
80989	05.08.2010	SOUTH HEDLAND	1 x New Grouped Dwelling	\$ 239,912.00	121	Class 1a
80991	06.08.2010	SOUTH HEDLAND	1 x New Single Dwelling	\$ 499,650.00	229	Class 1a
100002	10.08.2010	SOUTH HEDLAND	1 x New Single Dwelling	\$ 460,000.00	149	Class 1a
80920	10.08.2010	SOUTH HEDLAND RURAL EST	1 x New Single Dwelling	\$ 367,109.00	190	Class 1a
100015	18.08.2010	SOUTH HEDLAND	2 X Group Development	\$ 400,000.00		Class 1a
100010	13.08.2010	PORT HEDLAND	1 x New Outbuilding	\$ 15,208.00	24	Class 10a
100004	10.08.2010	SOUTH HEDLAND RURAL EST	2 x New Outbuildings	\$ 50,000.00		Class 10a
100008	13.08.2010	PORT HEDLAND	1 x New Outbuilding	\$ 36,775.00	126	Class 10a
100009	13.08.2010	SOUTH HEDLAND	1 x New Outbuilding	\$ 18,768.00	48	Class 10a
80986	04.08.2010	PORT HEDLAND	1 x New Carport 2 x New Patios	\$ 40,000.00	85	Class 10a
80988	04.08.2010	PORT HEDLAND	2 x New Patio	\$ 24,784.00	60	Class 10a
100014	17.08.2010	SOUTH HEDLAND	5 x Bicycle Shelters	\$ 5,140.00		Class 10a
100013	17.08.2010	PORT HEDLAND	5 x Bicycle Shelters	\$ 5,140.00		Class 10a
105004	13.08.2010	SOUTH HEDLAND	1 x New Below Ground Swimming Pool	\$ 36,000.00	44	Class 10b
100011	13.08.2010	SOUTH HEDLAND	1 x Above Ground Spa	\$ 5,000.00	10	Class 10b
105002	13.08.2010	SOUTH HEDLAND	1 x New Below Ground Swimming Pool	\$ 27,000.00	20	Class 10b
105003	13.08.2010	PORT HEDLAND	1 x New Below Ground Swimming Pool	\$ 34,000.00	22	Class 10b
105001	13.08.2010	PORT HEDLAND	1 x New Below Ground Swimming Pool	\$ 39,500.00	42	Class 10b
85103	04.08.2010	PORT HEDLAND	1 x New B.G. Swimming Pool	\$ 25,000.00		Class 10b
80992	06.08.2010	PORT HEDLAND	2 x New Grouped Dwelling	\$ 1,985,520.00	480	Class 2
100005	26.08.2010	PORT HEDLAND	1 x New Squash Court	\$ 935,000.00	175	Class 9b
				\$ 5,749,156.00		

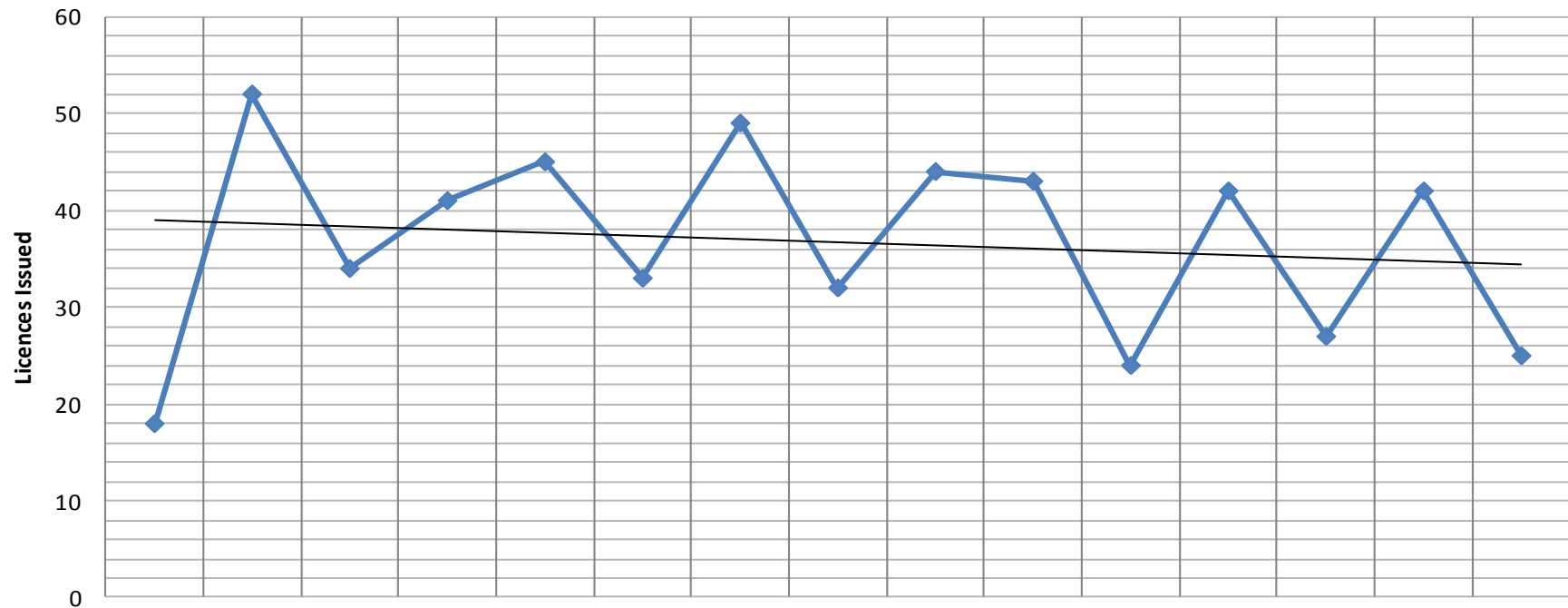
SUMMARY

Number of Licences	Licence Type	Estimated Construction Value	Floor Area in square metres	Average cost per square metre
3	Demolitions	\$39,500		
6	Dwellings	\$2,466,321	918	\$2,687
8	Class 10a	\$195,815	343	\$571
6	Class 10b	\$166,500	138	\$1,207
2	Commercial	\$2,920,520	655	\$4,459
	Other	\$0		
25		\$5,788,656	2,054	\$8,923

DEMOLITION LICENCES

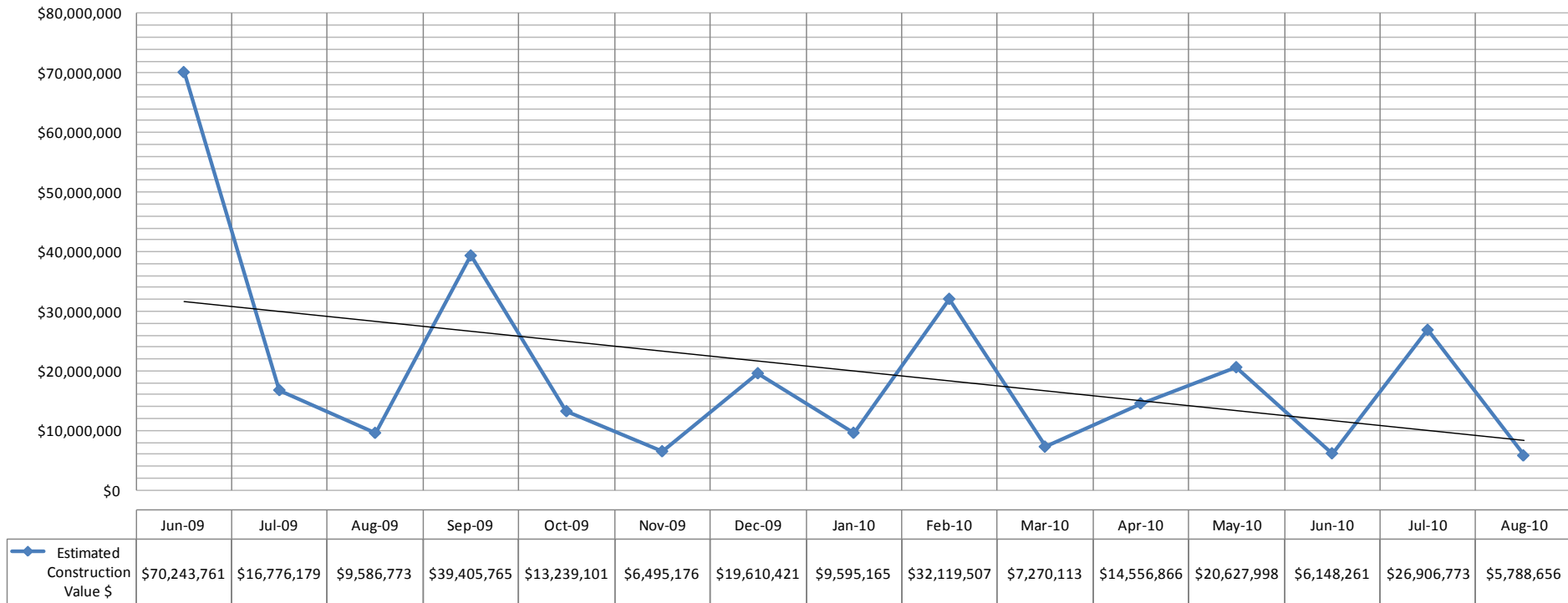
Licence Number	Approval Date	Locality	Description of Work	Estimated Construction Value (\$)
103003	18.08.2010		1 x Demolition of Weather Station	19500
103001	11.08.2010	SOUTH HEDLAND	Demolition of Dwelling	15000
103002	13.08.2010	PORT HEDLAND	Demolition of Dwelling	5000
Total	3			\$39,500.00

Summary & Trendline for Building Licence Approvals



	Jun-09	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10
◆ No of Licences Issued	18	52	34	41	45	33	49	32	44	43	24	42	27	42	25

**Summary & Trendline of
Estimated Construction Value of Building Licences Issued**



DELEGATED BUILDING APPROVALS FOR AUGUST 2010

CURRENT LEGAL MATTERS BEING UNDERTAKEN AS AT JULY 2010

Current Health Orders under Delegated Authority by Environmental Health Services

30 Weaver Place, South Hedland
(Faulteroy/Mills)

Building Unfit for Human Habitation

CURRENT LEGAL MATTERS					
File No.	Address	Issue	First Return Date	Current Status	Officer
WEDGEFIELD					
121670G	Lot 3 Trig Street (J Yujnovich)	Non-compliance with planning conditions	~ First return date 21/1/09	~ Trial set down for 13 & 14 September 2010 in Perth. ToPH witnesses to attend. ~ Magistrate has reserved decision for +/- 4 weeks	MP
803175G	Lot 1402 (34) Pinnacles Street (National Tyres)	Illegal Residential dongas and office		~ Instruction & Docs sent to Solicitors 15 April 09 ~ Further information required prior to prosecution notice to be filed/served. ~ Inspection to be done to ascertain if issue is to commence. ~ Matter has been listed and will be dealt with in due course	MP
124590G	Lot 1029 (4) Ridley Street (Carey Gardner Engineering)	Illegal Residential dongas		~ Instruction & Docs sent to Solicitors 4 September 09 ~ With the appointment of of Compliance Officer, the matter will now progress ~ Matter has been listed and will be dealt with in due course	MP
REDBANK					
116770G	Lot 134 Roche Road (Western Desert)	Illegal laydown area - Second Offence		~ Referred to Council Solicitors	MP
SOUTH HEDLAND RURAL ESTATE					
154412G	Lot 2 (5-7) Quartz Quarry Road (Macpherson - Sunsatin P/L t/as Pilbara Earthmoving)	Earth Moving business & repairs being operated from the property - Second Offence		~ Referred to Council Solicitors	MP

CURRENT LEGAL MATTERS Cont'd...					
File No.	Address		First Return Date	Current Status	Officer
SOUTH HEDLAND					
PORT HEDLAND					
400330G	83 Athol Street (P Oldenhuis)	Health - Asbestos removal	~ First Return date 25/2/09	~ No appearance by Mr Oldenhuis ~ Court hearing date 28/4/09 adjourned until 29/5/09. ~ Plea hearing date 13/7/09 ~ Trial 16/11/09 heard to 7pm. ~ Decision handed down 23/11 - guilty and issued \$250 in fines and \$4250 in costs. ~ Fine registered with FER by Solicitors as not paid by due date. ~ Fine unpaid to date. Warrant of execution issued 19th June 2010, issued under S45 (2) & Part 7 of the Fines, Penalties and Infringement Notices Act 1994	MEH

Attachments

Nil.

201011/102 Council Decision/Officer's Recommendation

Moved: Cr A A Carter

Seconded: Cr M Dziombak

That the Schedule of Planning and Building approvals, Environmental Health Orders issued by Delegated Authority and the listing of current legal actions for the month of August 2010 be received.

CARRIED 8/0

11.1.2 Planning Services

6:04pm Cr S R Martin declared an Impartiality Interest in Agenda Item 11.1.2.1 'Proposed Section 70A Notification for Lot 73 & 74 Greenfield Street, Boodarie' as the applicant is a business associate.

Cr S R Martin did not leave the room.

11.1.2.1 Proposed Section 70A Notification for Lot 73 & 74 Greenfield Street, Boodarie (File No.:154556G)

Officer	Ryan Djanegara Planning Officer
Date of Report	29 July 2010
Application No.	2009/757
Disclosure of Interest by Officer	Nil

Summary

Council has received a request from Whelans on behalf of George Levissianos, Georgios Anagnostospoulos and Lilian Anagnostospoulos the owners of Lot 73 and 74 Greenfield Street, Boodarie, to affix the Town's common seal to a section 70A notification form, which will enable the lodgement of the form with the Registrar of Titles.

Background

A subdivision approval (WAPC File: 141003) for the subdivision of two rural residential lots to create eight rural residential lots was granted by the Western Australian Planning Commission on 1st February 2010, on Lot 73 and 74 Greenfield Street, Boodarie.

The following conditions were imposed as part of the approval:

“8. The applicant/owner making arrangements satisfactory to the Western Australian Planning Commission to ensure prospective purchasers of the proposed lots advised of the minimum dwelling floor levels requirement.

9. The applicant/owner making arrangements satisfactory to the Western Australian Planning Commission to ensure prospective purchases of the proposed lots advised of the maximum building envelope size requirement.”

A Section 70A notification is proposed in order to ensure that the conditions imposed by the WAPC are carried over into the relevant Deed of Title. In order to finalize the section 70A form and obtain the Town's common seal, a Council resolution is required.

Consultation	Nil
Statutory Implications	Nil
Policy Implications	Nil
Strategic Planning Implications	Nil

Budget Implications

Nil

A section 70A notification is an effective way of meeting with the conditions of the subdivision approval and will remain on title indefinitely. The wording on the section 70A is extremely important in ensuring that the conditions are met. It is considered that the wording of the section 70A as proposed by the applicant does not fulfil the requirements of the conditions. To fulfil the requirements the following wording is recommended:

1. The minimum floor levels of all habitable buildings and/or rooms for Lot 701, 702, 703, 704 and 705 is 17.68 metres AHD as recommended in the flood assessment prepared by SMEC Urban date stamped 18 November 2009.
2. The minimum floor levels of all habitable buildings and/or rooms for Lots 706, 707 and 708 is 17.84 metres AHD as recommended in the flood assessment prepared by SMEC Urban date stamped 18 November 2009.
3. The maximum building envelope / area of fill on the Lots 701, 702, 703, 704, 705, 706, 707 and 708 must not exceed 40m x 40m in accordance with the recommendations of the flood assessment prepared by SMEC Urban date stamped 18 November 2009.

The above wording has been discussed with WAPC and verbal confirmation provided that it will meet the requirements of the conditions.

The use of the Town's common seal will only enable the lodgement of the application with the Registrar of Titles and will not complete the land owner/developers obligations under the condition. To complete their obligation, a copy of the documentation confirming the registration of the notification must be supplied to the Town.

In light of the above Council is requested to grant approval for the use of the Town's common seal.

Attachments

Nil

201011/103 Council Decision/Officer's Recommendation**Moved:** Cr A A Carter**Seconded:** Cr G J Daccache**That Council:**

- 1. approves the use of the Town's common seal for the purposes associated with the registering of a section 70A notification to fulfill conditions associated with the subdivision approval of Lots 73 and 74 Greenfield Street, Boodarie; and**
- 2. requires that the s70A submitted by the applicant be amended as follows:**
 - (i) The minimum floor levels of all habitable buildings and/or rooms for Lot 701, 702, 703, 704 and 705 is 17.68 metres AHD as recommended in the flood assessment prepared by SMEC Urban date stamped 18 November 2009.**
 - (ii) The minimum floor levels of all habitable buildings and/or rooms for Lots 706, 707 and 708 is 17.84 metres AHD as recommended in the flood assessment prepared by SMEC Urban date stamped 18 November 2009.**
 - (iii) The maximum building envelope / area of fill on the Lots 701, 702, 703, 704, 705, 706, 707 and 708 must not exceed 40m x 40m in accordance with the recommendations of the flood assessment prepared by SMEC Urban date stamped 18 November 2009.**

CARRIED 8/0

6:05pm Cr S R Martin declared an Impartiality Interest in Agenda Item 11.1.2.2 'Proposed Section 70A Notification for Lot 77 & 78 Greenfield Street, Boodarie' as the applicant is a business associate.

Cr S R Martin did not leave the room.

11.1.2.2 Proposed Section 70A Notification for Lot 77 & 78 Greenfield Street, Boodarie (File No.:154556G)

Officer	Ryan Djanegara Planning Officer
Date of Report	29 July 2010
Application No.	2009/753
Disclosure of Interest by Officer	Nil

Summary

Council has received a request from Whelans on behalf of Georgios Anagnostospoulos and Lilian Anagnostospoulos the owner of Lot 77 Greenfield Street, Boodarie, and Timothy Tanner and Maria Anagnostospoulos the owner of Lot 78 Greenfield Street, Boodarie, to affix the Town's common seal to a section 70A notification form, which will enable the lodgement of the form with the Registrar of Titles.

Background

A subdivision approval (WAPC File: 141002) for the subdivision of two rural residential lots to create four rural residential lots was granted by the Western Australian Planning Commission on 16th February 2010, on Lot 77 and 78 Greenfield Street, Boodarie.

The following conditions were imposed as part of the approval:

“10. The applicant/owner making arrangements satisfactory to the Western Australian Planning Commission to ensure prospective purchasers of the proposed lots advised of the minimum dwelling floor levels requirement.

11. The applicant/owner making arrangements satisfactory to the Western Australian Planning Commission to ensure prospective purchases of the proposed lots advised of the maximum building envelope size requirement.”

A Section 70A notification is proposed in order to ensure that the conditions imposed by the WAPC are carried over into the relevant Deed of Title. In order to finalize the section 70A form and obtain the Town's common seal, a Council resolution is required.

Consultation	Nil
Statutory Implications	Nil
Policy Implications	Nil

Strategic Planning Implications Nil

Budget Implications Nil

Officer's Comment

A section 70A notification is an effective way of meeting with the conditions of the subdivision approval and will remain on title indefinitely. The wording on the section 70A is extremely important in ensuring that the conditions are met. It is considered that the wording of the section 70A as proposed by the applicant does not fulfil the requirements of the conditions. To fulfil the requirements the following wording is recommended:

1. The minimum floor levels of all habitable buildings and/or rooms for Lot 709 is 18.43 metres AHD as recommended in the flood assessment prepared by SMEC Urban date stamped 18 November 2009.
2. The minimum floor levels of all habitable buildings and/or rooms for Lots 710, 711 and 712 is 18.44 metres AHD as recommended in the flood assessment prepared by SMEC Urban date stamped 18 November 2009.
3. The maximum building envelope / area of fill on the Lots 709, 710, 711 and 712 must not exceed 40m x 40m in accordance with the recommendations of the flood assessment prepared by SMEC Urban date stamped 18 November 2009.

The above wording has been discussed with WAPC and verbal confirmation provided that it will meet the requirements of the conditions.

The use of the Town's common seal will only enable the lodgement of the application with the Registrar of Titles and will not complete the land owner/developers obligations under the condition. To complete their obligation, a copy of the documentation confirming the registration of the notification must be supplied to the Town.

In light of the above Council is requested to grant approval for the use of the Town's common seal.

Attachments Nil

201011/104 Council Decision/Officer's Recommendation**Moved:** Cr A A Carter**Seconded:** Cr D W Hooper**That Council:**

1. approves the use of the Town's common seal for the purposes associated with the registering of a section 70A notification to fulfill conditions associated with the subdivision approval of Lot 77 and 78 Greenfield Street, Boodarie; and
2. requires that the s70A submitted by the applicant be amended as follows:
 - (i) The minimum floor levels of all habitable buildings and/or rooms for Lot 709 is 18.43 metres AHD as recommended in the flood assessment prepared by SMEC Urban date stamped 18 November 2009.
 - (ii) The minimum floor levels of all habitable buildings and/or rooms for Lots 710, 711 and 712 is 18.44 metres AHD as recommended in the flood assessment prepared by SMEC Urban date stamped 18 November 2009.
 - (iii) The maximum building envelope / area of fill on the Lots 709, 710, 711 and 712 must not exceed 40m x 40m in accordance with the recommendations of the flood assessment prepared by SMEC Urban date stamped 18 November 2009.

CARRIED 8/0

- 6:08pm Councillors G J Daccache, A A Carter and M Dziombak declared their financial interest in Agenda Item 11.1.2.3 "Proposed Demolition of a Heritage Building (Nissen Hut) on Lot 1 (3A) Kingsmill Street Port Hedland Listed in the Municipal Heritage Inventory" as they are BHP Billiton shareholders and left the room.
- 6:08pm Councillor S J Coates declared his financial interest in Agenda Item 11.1.2.3 "Proposed Demolition of a Heritage Building (Nissen Hut) on Lot 1 (3A) Kingsmill Street Port Hedland Listed in the Municipal Heritage Inventory" as he is a BHP Billiton employee and shareholder and left the room.
- 6:08pm Mayor Kelly Howlett declared impartiality interest in Agenda Item 11.1.2.3 "Proposed Demolition of a Heritage Building (Nissen Hut) on Lot 1 (3A) Kingsmill Street Port Hedland Listed in the Municipal Heritage Inventory" as she is the Chairperson of the Environment Group and did use/rent the premises for a period (This is no longer the case). Mayor Kelly Howlett did not leave the room.

NOTE: Mayor advised that in accordance with authority delegated by the Minister for Local Government, the Director General approved the Town's application for a reduced quorum of four (4) Councillors to enable the Council to deal with Agenda Item 11.1.2.3 'Proposed Demolition of a Heritage Building (Nissen Hut) on Lot 1 (3A) Kingsmill Street Port Hedland Listed in the Municipal Heritage Inventory'.

11.1.2.3 Proposed Demolition of a Heritage Building (Nissen Hut) on Lot 1 (3A) Kingsmill Street Port Hedland Listed in the Municipal Heritage Inventory (File No.: 126060G)

Officer	Leonard Long Manager Planning
Date of Report	5 October 2010
Application No.	2010/181
Disclosure of Interest by Officer	Nil

Summary

The Town has received an application from Pilbara Construction on behalf of BHP Billiton Iron Ore, to permit the demolition of the "Nissen Hut" located on Lot 1 (3A) Kingsmill Street Port Hedland, which is listed in the Municipal Heritage Inventory.

The application is before Council due to the building being listed in the Municipal Inventory of Heritage Places.

Background

Locality

The lot is located on the north side of Kingsmill Street approximately midblock between Withnell Street and McKay Street, Port Hedland.

Current Zoning

In terms of the Port Hedland Town Planning Scheme No.5 the lot is zoned "Residential", and with the successful approval of Scheme Amendment 22 will be zoned "Town Centre"

Previous Approvals

In 2005 Council approved a request from Care for Hedland to utilize the building as an administration building.

Proposal

Through an archival recording process conducted by Laura Gray (Heritage & Conservation Consultant) it has been identified that the conditions of the "Nissen Hut" is "*Poor, Extensive intervention to the original fabric of the "Nissen Hut", with considerable adhoc works. Lack of maintenance.*" (ATTACHMENT 1).

Consultation

Should Council wish to approve the development it is recommended that the proposal be advertised as it would result in the loss of a building listed in the Municipal Inventory of Heritage Places.

Statutory Implications

In terms of the *Heritage of Western Australia Act 1990*, Councils are required to compile a list of buildings which in its opinion, are or may become of cultural heritage significance. The building is listed but there is no absolute requirement that it be retained.

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications Nil

Officer's Comment

As described by the heritage consultant that prepared the Towns Municipal Inventory of Heritage Place, the state of the building "Nissen hut" is poor. Photographs provided (ATTACHMENT 1) indicate major defects in the integrity of the building.

In terms of the Municipal Inventory of Heritage Places the building "Nissen hut" is categorized as a category 3 being "*a place with some cultural heritage significance to the Town of Port Hedland,*" and it is recommended to "*Encourage retention of the place. Photograph and document the place if retention is not possible.*"

As a result of the heritage buildings state of disrepair as well as the fact that it is located within a cyclone area, it is the opinion that the heritage building may pose a significant risk to surrounding property and the demolition should be supported.

Attachments

1. Locality Plan
2. Current Photographs
3. Laura Gray Heritage Consultant Archival recording

Options

Council has the following options when considering the application:

Option 1:

Approve the request to demolish the building "Nissen Hut" subject to conditions, or

Option 2:

Refuse the application to demolish the building "Nissen hut".

Officer's Recommendation

That Council approves the application from Pilbara Construction on behalf of BHP Billiton Iron Ore, to demolish the "Nissen hut" located at Lot 1 (3A) Kingsmill Street Port Hedland, which is listed in the Municipal Heritage Inventory, subject to the following conditions:

- a. Prior to the Building Surveyor issuing a demolition permit for the heritage building, an advertisement is to be placed calling for public comment which if deemed relevant by the Director Community Development is to be included in the archival record details.
Advertising is to be done once a week for two consecutive weeks allowing for a commenting period of 14 days from the date of the first ad, to the specifications of the Manager Community Development and to the satisfaction of the Manager Planning.
- b. The owner / applicant are to provide an appropriate interpretation of the heritage building on site to the specifications of the Manager Community Development and to the satisfaction of the Manager Planning.
- c. Prior to the demolition the owner/applicant is to obtain an approval from the Manager Environmental Health that no hazardous materials are present,

201011/105 Council Decision

Moved: Cr S R Martin

Seconded: Cr D W Hooper

That Agenda Item 11.1.2.3 'Proposed Demolition of a Heritage Building (Nissen Hut) on Lot 1 (3A) Kingsmill Street Port Hedland Listed in the Municipal Heritage Inventory' lay on the table for further discussion by Council.

CARRIED 4/0

REASON: Council sought to have additional information regarding the current status of the building, such as an Engineering Certification, and also investigate the possibility to relocate the building elsewhere.

6:13pm Councillors G J Daccache, A A Carter, M Dziombak and S J Coates re-entered the room and resumed their chairs.

Mayor advised Councillors G J Daccache, A A Carter, M Dziombak and S J Coates of Council's decision.



ATTACHMENT

Nissen Hut, 3A Kingsmill Street, Port Hedland



Street front view looking north



Front (south) elevation

**PHOTO ARCHIVE: photos courtesy of John Davey, Property Services BHP Billiton Iron Ore
July 2010**

Nissen Hut, 3A Kingsmill Street, Port Hedland



Front detail.



Front detail showing aluminium framed windows.

PHOTO ARCHIVE: photos courtesy of John Davey, Property Services BHP Billiton Iron Ore
July 2010

Nissen Hut, 3A Kingsmill Street, Port Hedland



Front detail showing adhoc nature of the Interventions; structural cracking.



Front of southeast corner (kitchen) showing off form concrete and steel bracing detail.

PHOTO ARCHIVE: photos courtesy of John Davey, Property Services BHP Billiton Iron Ore
July 2010

Nissen Hut, 3A Kingsmill Street, Port Hedland



View looking to southeast showing rear extension along the north.



Rear extension (north) elevation.

**PHOTO ARCHIVE: photos courtesy of John Davey, Property Services BHP Billiton Iron Ore
July 2010**

Nissen Hut, 3A Kingsmill Street, Port Hedland



Detail of northeast corner of the extension



View of west end.

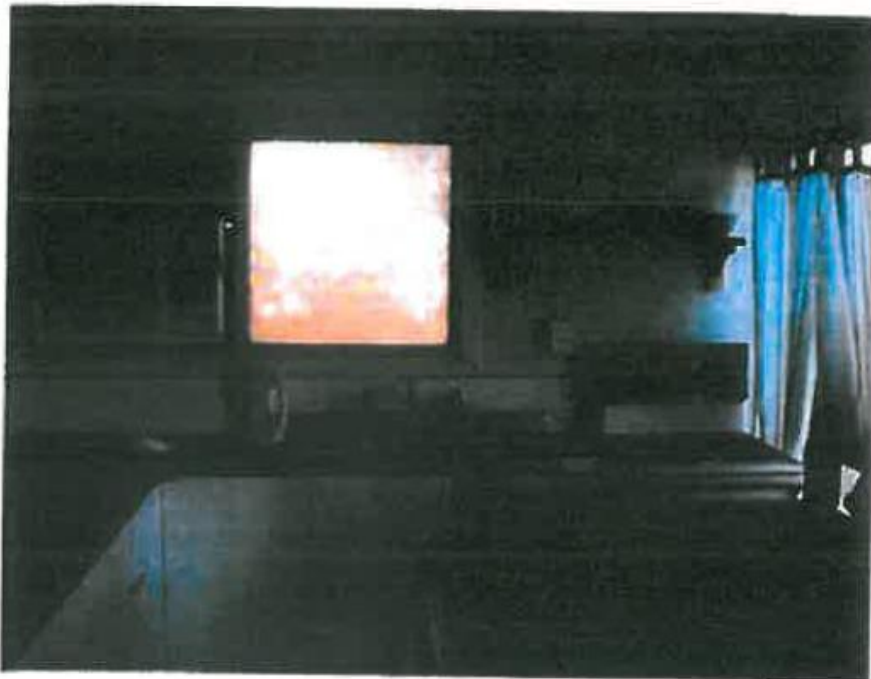
PHOTO ARCHIVE: photos courtesy of John Davey, Property Services BHP Billiton Iron Ore

July 2010

Nissen Hut, 3A Kingsmill Street, Port Hedland



Detail of the wall at the east end showing interventions.



Interior: kitchen at east end- central window per previous photo (right window to street front)

PHOTO ARCHIVE: photos courtesy of John Davey, Property Services BHP Billiton Iron Ore

July 2010

Nissen Hut, 3A Kingsmill Street, Port Hedland



Interior: kitchen, chimney alcove on the street frontage.



Interior: Covered ceiling lining in Nissen hut.

**PHOTO ARCHIVE: photos courtesy of John Davey, Property Services BHP Billiton Iron Ore
July 2010**

Nissen Hut, 3A Kingsmill Street, Port Hedland



Interior: View looking into the north extension where the wall has been removed, showing ceiling levels and linings.

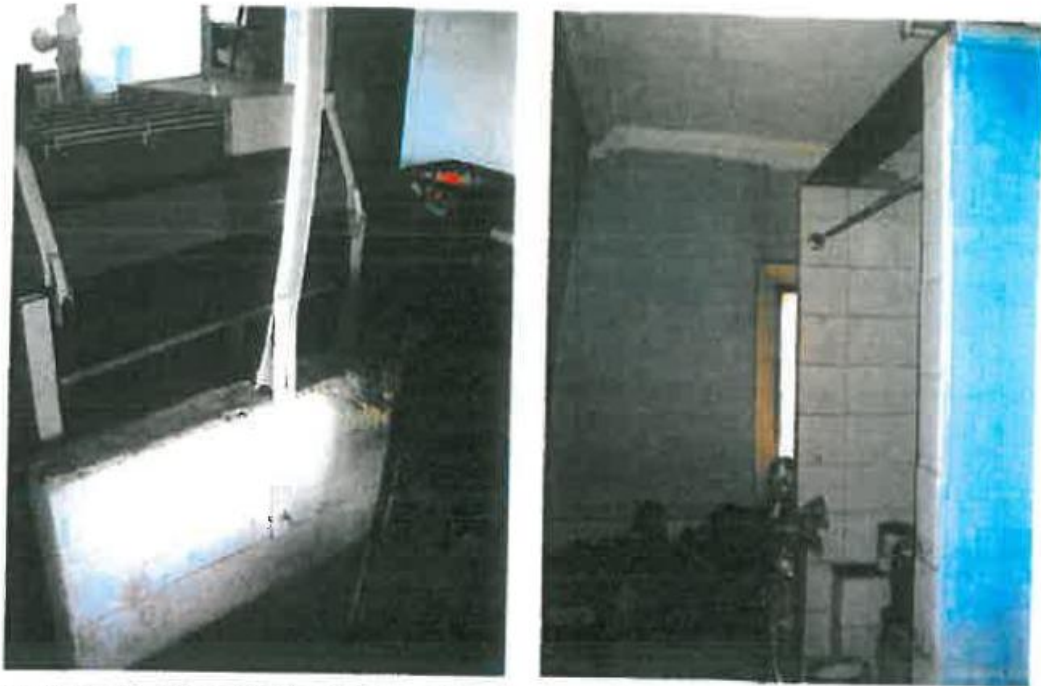


Interior: View looking into the north extension where the wall has been removed, showing the metal angle connection between ceiling and remnant wall.

PHOTO ARCHIVE: photos courtesy of John Davey, Property Services BHP Billiton Iron Ore

July 2010

Nissen Hut, 3A Kingsmill Street, Port Hedland



Interior: The remnant wall and the metal angle connection to the ceiling; flat roof in shower area.



Interior: floor detail showing bare concrete and ceramic tiles.

PHOTO ARCHIVE: photos courtesy of John Davey, Property Services BHP Billiton Iron Ore

July 2010

ATTACHMENT 3

ARCHIVAL RECORDING
OF HERITAGE PLACES

Standard Brief and Standard Form:
Non-Registered places only

This form is used to record information about **non-registered** heritage places that are facing demolition or major alteration. It is designed for use by owners, developers, conservation practitioners and local governments.

It has been adapted for the Heritage Council from the *Minimum Requirements for Recording Places* (2000) prepared by Heritage and Precinct Management Branch, Department of Contract and Management Services.

If the recording of a **registered place** is to be undertaken, the *Minimum Requirements for Recording Places* brief should be used.

ARCHIVAL RECORD

NAME OF PLACE:

Nissen Hut

DATE:

JULY 2010

PREPARED BY:

Laura Gray, Heritage & Conservation Consultant

PREPARED FOR:

BHP Billiton Iron Ore.

ARCHIVAL RECORD DETAILS

1. PLACE DETAILS

Name of Place: Nissen Hut

Other Name(s):

Address (include Lot nos. if known):

3a Kingsmill Street PORT HEDLAND

Place Type: (please tick)

- Individual building or small group
 Precinct
 Park/Garden
 Other structure (e.g. Memorial)
 Other (describe)

2. OWNER DETAILS

Name of owner(s):

Address (if different from place details above):

PORT HEDLAND

3. HERITAGE LISTINGS (please tick)

- | | | | | |
|--|-----|-------------------------------------|----|-------------------------------------|
| Local (Municipal) Inventory
(if yes, see details below) | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| Town Planning Scheme | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| State Register of Heritage Places | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| National Trust | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| Register of the National Estate | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| Other (e.g. Art Deco Society) | | | | |

Local Inventory details:

Place No. 15

Significance Category: (please tick) 1 2 3 4 5

Local Inventory Place Record Form attached:

Yes No (if "No", insert details in section 5)

ARCHIVAL RECORD DETAILS

4. DETAILS OF ARCHIVAL RECORD

Reason for archival record being prepared:
(e.g. place subject to development application, place being demolished)

Place is being demolished

Archival Record prepared by:

- Owner:
 Consultant:
 Other:
 (On behalf of)

Archival Record submitted to Local Government:

Yes No Date: July 2010.

Archival Record endorsed by Local Government:

Yes No Date:

Changes/additional information required by the Local Government: (summarise below)

5. PLACE INFORMATION

The information in section 5 is to be completed only if:

- the information is not contained in the **attached** Municipal Heritage Inventory place form or
- the information in the Municipal Heritage Inventory place form is incorrect or not current (i.e. changes have occurred to the place have since the place form was originally prepared)

Otherwise tick:

Local Inventory Place Record Form attached: Yes

Physical Description: (Brief description of the site, general style, main construction materials etc.)

Set back from the road in line with other residences in Kingsmill Street, the Nissen hut is situated on a concrete pad at ground level. The curved roof/wall form, on a dado of off form concrete, has been removed along much of the street frontage, to provide for the intervention of a series of aluminium framed windows. Although the curved roof still evidences the original corrugated iron sheeting, all other wall sheeting is vertical profile

(This information should be supported by photographs/other images)

ARCHIVAL RECORD DETAILS

Date(s) of Construction: c. 1942.

Brief History:

(Either use the space provided or attach information. Include previous owners, original and subsequent uses, dates that additions or other changes were made)

Nissen hut was situated at Corunna Downs Airbase during World War Two. Sometime after the war, it was relocated to Port Hedland. It has subsequently been altered and extended to provide a residential function.

What is significant/important about the place or what is/are the main feature(s)?

(e.g. associated with an important person or event, interesting/unique style or fabric, rare example of its type, important to the local community and/or visitors, contributes to a streetscape or precinct etc. – refer also to municipal heritage inventory place form)

Nissen hut is significant for associations with Corunna Downs and World War Two Airbase activities, and as one of the few remaining examples of Nissen huts that had been relocated to Port Hedland.

Condition of place: (please tick)

Very Good Good Fair Poor

Comments:

Poor condition. Extensive intervention to the original fabric of the Nissen hut, with considerable adhoc works. Lack of maintenance.

Details of changes/alterations to be made: *(development application may be attached)*

Supporting Information

6. SUPPORTING INFORMATION *(To be attached)*

PHOTOGRAPHS Check option supplied: (please tick)

- Black & white prints
 Colour prints
 Digital

External

- all elevations in full and details of interesting features (e.g. windows, front door, verandah detailing, chimney pots etc.)
- the place in its setting (i.e. in relation to other buildings, streetscape)
- associated buildings or outbuildings
- landscaping

Internal

- all rooms and any interesting features (e.g. ceiling roses, fireplaces, staircases, pressed metal ceiling)
- any interesting features of associated buildings or outbuildings

***Important: Photographs must include any rooms, features etc. that may/will be altered or removed if redevelopment proceeds. The photograph should clearly show the condition of the place.*

LOCATION PLAN:

To show street/lot in relation to locality/area/townsite

Attached
(please tick)

SITE PLAN:

- Standard required:**
- | | | |
|----------------------|----------------------------------|-------------------------------------|
| Category 1: | architectural standard, to scale | <input type="checkbox"/> |
| Category 2-5: | sketch standard, to scale | <input checked="" type="checkbox"/> |

BUILDING PLANS:

Standard required:

- | | | |
|--------------------|---|-------------------------------------|
| Floor plan: | Category 1: architectural standard, to scale | <input type="checkbox"/> |
| | Category 2-5: sketch standard, to scale | <input checked="" type="checkbox"/> |

Elevations:

- | | | |
|----------------------|----------------------------------|--------------------------|
| Category 1: | architectural standard, to scale | <input type="checkbox"/> |
| Category 2: | sketch standard, to scale | <input type="checkbox"/> |
| Category 3-5: | sketch standard, if possible | <input type="checkbox"/> |

***Important: Plans must include any rooms, features etc. which may/will be altered or removed if redevelopment proceeds.*

HISTORIC PLANS:

If available, a copy of the plans should be attached
Alternatively a reference to their holding location should be given, if known

CERTIFICATES OF TITLE:

If available, attach a copy of the current title
It may be possible for the Local Government to supply an Historic Title Search

HISTORIC PHOTOGRAPHS:

If available

**TOWN OF PORT HEDLAND
MUNICIPAL INVENTORY OF HERITAGE PLACES**



PLACE NUMBER 15

PROPERTY IDENTIFICATION

Name of place/s Nissen hut

Former name

Address 3A McKay Street, Port Hedland **Lot No** Reserve

Construction Date/s c.1942

Designer/s

Builder/s

Heritage listings none

HCWA Database No n/a

PHYSICAL DESCRIPTION

Architectural Style

Setting Fronting McKay Street.

Description It is a 12-metre long cylindrical corrugated iron structure, on a concrete pad, with louvered windows.

Condition Fair **Integrity** Low degree **Authenticity** High degree

Changes to place Louvered windows

HISTORICAL BACKGROUND

Nissen huts were used during World War Two. It is claimed that this one was relocated from Corunna Downs World War Two Airbase after the war. Few examples still remain in the town.

STATEMENT OF SIGNIFICANCE

The site is significant for the associations with World War Two (Nissen hut).

MANAGEMENT CATEGORY

Category 3 A place of some cultural heritage significance to Town of Port Hedland.

Implications: No constraints. **Recommend:** Encourage retention of the place. Photograph and document the place if retention is not possible.

REFERENCES

REVIEW

2007

11.1.2.4 *Reconsideration of Proposed Wedgefield Industrial Estate Development Plan – Town Planning Scheme Amendment 24 (File No.: 18/09/0031)*

Officer	Leonard Long Manager Planning
Date of Report	7 September 2010
Application No.	2009/756
Disclosure of Interest by Officer	Nil

Summary

At the Ordinary Council Meeting Held on 28 July 2010, Council resolved to adopt both Scheme Amendment 24 to facilitate the Wedgefield Industrial Estate and the Development Plan for the Wedgefield Industrial Estate, subject to certain amendments.

The matter is now before Council to rescind the approval of item 11.1.2.3, page 73 on 28 July 2010, and to reconsider the item without imposing additional conditions on the Wedgefield Industrial Estate Development Plan.

Background

In January 2010, Council received a request from RPS Koltasz Smith, on behalf of LandCorp to initiate Scheme Amendment 31 and to facilitate The Wedgefield Industrial Estate Development Plan.

Council subsequently granted the request to initiate the Scheme and facilitate the development plan at its Ordinary Meeting held on 27 January 2010.

The development plan has been advertised in accordance with the Port Hedland Town Planning Scheme No. 5 and the Scheme Amendment forwarded to the Environmental Protection Authority (EPA) and advertised in accordance with the relevant legislation.

As part of the adoption of the development plan, a condition was imposed to include the land north of the current development plan boundary and south of the proposed new Great Northern Highway Alignment (ATTACHMENT 1). The land that was to be included is Port Hedland Port Authority Land, after discussion with the relevant officers at the Port Authority it was requested that the condition imposed be removed at this stage, to enable the Port Authority to further investigate any possible ramifications that could result from the inclusion of the land into the Wedgefield Industrial Estate Development Plan.

Therefore the aim of this report is to remove the condition requiring the Port Authority Land to be included into the Wedgefield Industrial Estate Development Plan, and to leave Scheme Amendment 24 unchanged.

Consultation

Scheme Amendment

In accordance with the Town Planning Regulations 1967, the proposed scheme amendment has been advertised and circulated as follows:

- North West Telegraph – 26 May 2010 and 9 June 2010
- Notification on information board at the Civic Centre 26 May 2010 until 30 June 2010
- Written notification to – Telstra, Water Corporation, Port Hedland Port Authority, LandCorp and Horizon Power

Development Plan

The proposed Development has been advertised in accordance with clause 4.3 of the Port Hedland Town Planning Scheme No. 5.

- North West Telegraph – 15 May 2010

Statutory Implications

Should Council wish to re-consider its decision such must be made in accordance with the Local Government (Administration) Regulations 1996.

Voting Requirements

1. To consider – 1/3 of members (3).
2. To revoke – absolute majority

Policy Implications

Scheme Amendment

Nil

Development Plan

The Wedgefield Industrial Estate Development Plan, upon endorsement, is required to be included in the Town of Port Hedland Local Planning Policy Manual as a policy statement.

Strategic Planning Implications

Key Result Area 4: Economic Development
Goal 4: Land Development Projects

Strategy 1: Fast-track the release and development of commercial, industrial and residential land in a sustainable manner including: LandCorp's Various Industrial Land Release programs....

Budget Implications

The applicant has paid \$1,650 for the initiation of the amendment scheme.

Officer's Comment

The Wedgefield Industrial Estate is an integral part of the further development of Port Hedland as a City and must be progressed to enable the release of land as soon as possible. The exclusion of the Port Authority Land at this stage will not have a negative impact on the overall development of the industrial estate.

However, should Council resolve not to reconsider the item the land release within the proposed Wedgefield Industrial Estate would be delayed indefinitely and would affect the future growth of the entire town.

The exclusion of the Port Authority Land allows the Port Authority to investigate possible ramifications that could result in the inclusion of the land into the Wedgefield Industrial Estate, and would not have any negative result on the overall development.

Council officers hold the view that the land should properly be included in the amendment and that doing so does not diminish or alter the exemptions currently allowed by the PHPA under certain circumstances. It would however cause delays to the release of much needed industrial land if the matter was pursued at this stage. It is considered to be a better option to deal with the PHPA land separately.

Options

- Should Council decide to reconsider the item, the following actions are required:
 - A. Rescind its decision 201011/032 of Agenda Item 11.1.2.3, "Proposed Amendment 24 to the Town of Port Hedland Town Planning Scheme No. 5 to facilitate the Wedgefield Industrial Estate, and the Adoption of the Wedgefield Industrial Estate Development Plan", (File No. 18/09/0031), held on 28th July 2010 and recorded on page 73 of those minutes.
 - B. Reconsider the item with the following only variation being the rewording of condition 5 and the deletion of condition 5(a).

Attachments

1. Scheme Amendment Documentation
2. Development Plan

201011/106 Council Decision/Officer's Recommendation**Moved:** Cr A A Carter**Seconded:** Cr S R Martin

NOTE: Mayor called for a show of hands in favour to consider the revoking of Resolution 201011/032 of Agenda Item 11.1.2.3, "Proposed Amendment 24 to the Town of Port Hedland Town Planning Scheme No. 5 to facilitate the Wedgefield Industrial Estate, and the Adoption of the Wedgefield Industrial Estate Development Plan", (File No. 18/09/0031), held on 28th July 2010 and recorded on page 73 of those Minutes. The following Councillors indicated their intent to do so;

*Cr A A Carter
Cr S R Martin
Cr S Coates*

That Council rescind its decision 201011/032 of Agenda Item 11.1.2.3, "Proposed Amendment 24 to the Town of Port Hedland Town Planning Scheme No. 5 to facilitate the Wedgefield Industrial Estate, and the Adoption of the Wedgefield Industrial Estate Development Plan", (File No. 18/09/0031), held on 28th July 2010 and recorded on page 73 of those minutes, that states:

"That Council:

- 1. Adopts the amendment to the Town Planning Scheme No.5, Scheme Amendment 24, without any modifications,***
- 2. The following Schedule of Submission and recommendations be forwarded to the Western Australian Planning Commission for the Minister's consideration:***

Author	Date	Comment
Telstra		No comment
Water Corporation		"With respect to the amendment above, although the Water Corporation doesn't object in principle this proposed rezoning can't fully be supported at this point in time as the Water Corporation is currently revising the water planning for Port Hedland, South Hedland and Wedgefield.

		<p>Water Currently the Water Corporation is assessing the issues of limited capacity in the water source and water supply scheme within Port Hedland, South Hedland and Wedgefield. This area subject to this rezoning has been included in the review of the Water Supply Scheme, the extent and timing of upgrades are yet to be determined to cater for the proposed new developments and these upgrades may require funding.</p> <p>Waste Water The existing adjoining Wedgefield industrial area is not served by a sewer scheme. The Water Corporation recommends that development in Industrial areas in country towns are developed without a connection to the reticulated wastewater scheme for the town as there is a high risk of contamination of the scheme because of the relatively low volumes within these country wastewater schemes.”</p>
Horizon Power		No comment
Port Authority		No comment

3. ***Forwards all required documentation to the Western Australia Planning Commission for Ministerial Consent in accordance with the Town Planning Regulations 1967 (as amended).***

“authorises the Mayor and Chief Executive Officer, to execute three (3) copies of the amendment documents in accordance with the Town Planning Regulations 1967 (as amended), including the fixing of the Council’s seal in the event that the Minister for Planning and Infrastructure approves the Amendment without modification.”

4. *Invoices the applicant an amount of \$1,711.00 as per Councils adopted Fees and Charges.*
5. *Endorses the Wedgefield Industrial Estate Development Plan subject to the following modifications:*
 - a. *The Development Plan is to incorporate the land to the north of the subject area south of the proposed Highway.*
6. *Advises RPS Koltasz Smith Town Planners that subject to the revised plan being received and approved by the Chief Executive Officer or his nominated representative that the Development Plan will be:*
 - a. *Included within the Town of Port Hedland Local Planning Policy Manual in accordance with Clause 5.2.2 of Town Planning Scheme No. 5; and*
 - b. *Forwarded to the Western Australian Planning Commission for the adoption in accordance with Clause 5.2.7 of Town Planning Scheme No. 5;”*

CARRIED 8/0

201011/107 Council Decision/Officer’s Recommendation

Moved: Cr A A Carter

Seconded: Cr S R Martin

That Council:

- A. **Adopts Scheme Amendment 24 to the Town of Port Hedland Town Planning Scheme No 5, without any modifications,**
- B. **The following Schedule of Submission and recommendations be forwarded to the Western Australian Planning Commission for the Minister’s consideration:**

Author	Date	Comment
Telstra		No comment
Water Corporation		<p>“With respect to the amendment above, although the Water Corporation doesn’t object in principle this proposed rezoning can’t fully be supported at this point in time as the Water Corporation is currently revising the water planning for Port Hedland, South Hedland and Wedgefield.</p> <p>Water Currently the Water Corporation is</p>

		<p>assessing the issues of limited capacity in the water source and water supply scheme within Port Hedland, South Hedland and Wedgefield. This area subject to this rezoning has been included in the review of the Water Supply Scheme, the extent and timing of upgrades are yet to be determined to cater for the proposed new developments and these upgrades may require funding.</p> <p>Waste Water The existing adjoining Wedgefield industrial area is not served by a sewer scheme. The Water Corporation recommends that development in Industrial areas in country towns are developed without a connection to the reticulated wastewater scheme for the town as there is a high risk of contamination of the scheme because of the relatively low volumes within these country wastewater schemes.”</p>
Horizon Power		No comment
Port Authority		No comment

- D. **Forwards all required documentation to the Western Australia Planning Commission for Ministerial Consent in accordance with the Town Planning Regulations 1967 (as amended).**

“authorises the Mayor and Chief Executive Officer, to execute three (3) copies of the amendment documents in accordance with the Town Planning Regulations 1967 (as amended), including the fixing of the Council’s seal in the event that the Minister for Planning and Infrastructure approves the Amendment without modification.”

- E. **Invoices the applicant an amount of \$1,711.00 as per Councils adopted Fees and Charges.**
- F. **ADOPTS the Wedgefield Industrial Estate Development Plan.**
- G. **Advises RPS Koltasz Smith Town Planners that the Development Plan will be:**

- a. **Included within the Town of Port Hedland Local Planning Policy Manual in accordance with Clause 5.2.2 of Town Planning Scheme No. 5; and**
- b. **Forwarded to the Western Australian Planning Commission for the adoption in accordance with Clause 5.2.7 of Town Planning Scheme No. 5.**

CARRIED 8/0

PLANNING AND DEVELOPMENT ACT 2005
RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME
TOWN OF PORT HEDLAND
TOWN PLANNING SCHEME NO. 5 – AMENDMENT NO. 24

RESOLVED that the local government, in pursuance of Section 75 of the Planning and Development Act 2005, amend the above Local Planning Scheme by:

1. Rezoning Lots 300, 301, 5871 and 5872 Schillaman Street currently zoned “Transient Workforce Accommodation R20” and Lot 5858 Schillaman Street reserved “Parks and Recreation” to “Industry” zone as depicted on the amendment map.
2. Rezoning the land generally bound by Great Northern Highway, Pinga Street, and the boundary of the Port Hedland Port Authority land currently reserved for “Other Purpose – Infrastructure”, “Parks and Recreation” and “Local Road” and “State and Regional Road” and “Transient Workforce Accommodation R20” to “Transport Development” zone as depicted on the amendment map.
3. Rezoning the land generally bound by Wallwork Road, The Port Hedland – Goldworthy Railway, Cajarina Road and Great Northern Highway currently reserved for “Other Purpose – Infrastructure” and “State and Regional Road” to “Light Industry” zone as depicted on the amendment map.
4. Amending the Scheme text by:
 - i). Inserting section “3.1 (c) iv. Transport Development”
 - ii). Inserting section “3.1 (c) v. Light Industry”
 - iii). Amending section 3.2.3 to read “Notwithstanding the provisions of 3.2.2, development may only be permitted within the Urban Development, Industrial Development or Transport Development zones where:
 - (a) A Development Plan has been adopted for the subject land and the development is in accordance with the plan: or
 - (b) Council has resolved that a Development Plan is not required.”
 - iv). Inserting section “5.2.1 (g) Transport Development zone”
 - v). Inserting section “5.2.1 (h) Light Industry zone”
 - vi). Amending section 6.7.1 to read “In determining applications for planning approval within the Strategic Industry, Industry, Industrial Development, Transport Development and Light Industry

zones, Council shall have regard to any relevant Council Policy Statement adopted under Part V of the Scheme."

vii). Amending section 6.7.2 to read "In considering planning applications within the Strategic Industry, Industry, Industrial Development, Transport Development and Light Industry zones, Council shall have regard for the:

- (a) compatibility of uses,
- (b) potential impact of the proposal on the efficient and effective operations of the existing and planning industry, infrastructure or public purpose, and
- (c) risks, hazards, health and amenity associated with the proposed use being located in proximity to existing and planned industry, infrastructure or public purpose or any other use."

viii). Amending section 6.7.8 to read "When considering applications for planning approval in the Industry, Industrial Development, Transport Development and Light Industry zones Council shall require any buildings to:

- (a) Be set back a minimum of six metres from the front boundary,
- (b) Cover no more than fifty percent of the lot,
- (c) Include building facades comprised of materials to Council's satisfaction,
- (d) Include on-site car parking, wholly or partly within the setback area, with a minimum of one car parking bay for each person employed or normally engaged on the site plus three visitor bays, unless otherwise stipulated in Appendix 7 or section 6.13,
- (e) Provide for the storage of materials not within the front setback unless for a temporary period as determined by Council, and
- (f) Have regard for any other development standard contained in the Policy Manual."

ix). Inserting as section 6.7:

Transport Development Zone

6.7.15 The purpose of the Transport Development zone is to accommodate the operation of over-sized equipment and services supporting the transport industry.

6.7.16 When considering applications within the Transport Development zone, in addition to the requirements of 4.5, Council must have regard to the following:

- a) the purpose of the zone;
 - b) consideration to the size of vehicles, with a preference for larger vehicles;
 - c) preference to industries supporting the transport and heavy vehicle industry.
- 6.7.17 All development requirements related to the Industry zone also apply to the Transport Development zone.
- 6.7.18 Council may prepare, or require to be prepared, a Development Plan for land within the Transport Development zone. The provisions of subclauses 5.2.2 to 5.2.11 of the Scheme shall apply in relation to the adoption, approval, modification and implementation of any such plan. Although subdivision and development may take place prior to the Scheme maps being amended to reflect the details of Development Plans; the Scheme maps should be amended as soon as practicable following the creation of lots and Crown reserves.
- 6.7.19 The Development Plan shall address the matters outlined in Appendix 6.

Light Industry Zone

- 6.7.20 The purpose of the Light Industry zone is to accommodate for a range of generally small scale industrial development, which exhibit a relatively high standard of design and environmental performance in terms of amenity, noise, emissions and generation of vehicular traffic.
- 6.7.21 All development requirements related to the Industry zone also apply to the Light Industry zone.
- 6.7.22 Council may prepare, or require to be prepared, a Development Plan for land within the Light Industry zone. The provisions of subclauses 5.2.2 to 5.2.11 of the Scheme shall apply in relation to the adoption, approval, modification and implementation of any such plan.
- 6.7.23 The Development Plan shall address the matters outlined in Appendix 6.
- x). Amending section 6.14.5 to read “Within the Industry, Industrial Development, Transport Development and Light Industry zones, any outside area which Council considers may become untidy or is currently untidy when visible from the street shall be screened by a wall, fence or planting, including gates where access is required, to the satisfaction of Council.”

- xi). Renumbering the subsequent sections accordingly;
- xii). Inserting the following rows and columns in the Zoning Table and renumbering the Use Classes accordingly:

ZONING TABLE		Transport Development	Light Industry
Residential			
1	Aged or Dependent Persons Dwelling	~	~
2	Ancillary Accommodation	~	~
3	Caretaker's Dwelling	~	~
4	Grouped Dwelling	~	~
5	Holiday Accommodation	~	~
6	Home Occupation	~	~
7	Hotel	~	~
8	Motel	~	~
9	Movable Dwelling	~	~
10	Multiple Dwelling	~	~
11	Residential Building	~	~
12	Rural Settlement	~	~
13	Single House	~	~
14	Transient Workforce Accommodation	~	~
Industry			
15	Abattoir	~	~
16	Agriculture	~	~
17	Arts and Crafts Centre	~	~
18	Intensive Agriculture	~	~
19	Fuel Depot	AA	~
20	Harbour Installation	AA	~
21	Hire Service (Industrial)	P	AA
22	Industry – Cottage	~	P
23	Industry – Extractive	~	~
24	Industry – General	~	~
25	Industry – Light	~	P
26	Industry – Noxious	~	~
27	Industry – Rural	SA	~
28	Industry – Service	~	AA
29	Industry – Resource Processing	~	~
30	Industry - Transport	AA	~
31	Infrastructure	AA	AA
32	Stockyard	~	~
33	Storage Facility/Depot/Laydown Area	SA	~
34	Container Park	P	~
35	Distribution Centre	P	AA
36	Transport Depot	P	~
37	Truck Stop	SA	~
Commerce			
38	Aerodrome	~	~
39	Display Home Centre	~	AA
40	Dry Cleaning	~	P
41	Market	~	AA

42	Motor Vehicle and/or Marine Repair	AA	AA
43	Motor Vehicle and/or Marine Sales or Hire	SA	AA
44	Motor Vehicle and/or Marine Service Station	AA	SA
45	Motor Vehicle and/or Marine Wrecking	~	~
46	Motor Vehicle Wash	AA	AA
47	Office	IP	IP
48	On-site Canteen	IP	IP
49	Outdoor Display	IP	IP
50	Reception Centre	~	~
51	Restaurant (includes café)	~	~
52	Restricted Premises	~	AA
53	Shop	~	~
54	Showroom	~	AA
55	Take-away Food Outlet	~	SA
56	Warehouse	AA	P
Health, Welfare & Community Services			
57	Carpark	P	AA
58	Child Care Service	~	~
59	Community Use	~	~
60	Consulting Rooms	~	~
61	Education Establishment	~	AA
62	Emergency Services	~	AA
63	Funeral Parlour	~	AA
64	Hospital	~	~
65	Juvenile Detention Centre	~	~
66	Medical Centre	~	~
67	Nursing Home	~	~
68	Place of Animal Care	~	SA
69	Place of Public Meeting, Assembly or Worship	~	~
70	Prison	~	~
71	Public Mall	~	~
72	Public Utility	P	P
Entertainment, Recreation & Culture			
73	Equestrian Centre	~	~
74	Entertainment Venue	~	SA
75	Private Recreation	~	AA
76	Public Recreation	~	AA

The symbols used in the zoning table have the following meanings:

- P The development is permitted by the Scheme
- AA The development is not permitted unless the Council has granted planning approval
- SA The development is not permitted unless the Council has granted planning approval after giving notice in accordance with clause 4.3
- IP The development is not permitted unless the use to which it is put is incidental to the predominant use as decided by Council
- ~ A development that is not permitted by the Scheme

xiii). Inserting the following definitions in Appendix 1 – Definitions

“container park” means land, including outbuildings, used for the receiving, interim storage and forwarding of containers used for the transporting of equipment, goods and products, materials or similar either by sea, road or rail transport.

“distribution centre” means regional premises, building and land, used for the receipt and wholesale distribution of retail goods and products by air, sea, road or rail to retail, showroom and warehouse outlets.

“fuel depot” means premises used for the storage and sale in bulk of solid or liquid or gaseous fuel, but does not include a service station and specifically excludes the sale by retail.

“industry – transport” means an industry which involves road, rail, air or sea freight transportation and includes supporting transport related industries providing services including fabrication and/or engineering of parts and components to the transport industry.

“transport depot” means land and buildings used or intended to be used for the transfer of goods or persons from one motor vehicle to another motor vehicle for hire or reward, or for the storage of goods delivered by road transport, and includes the maintenance, repair, garaging, parking or storage of such vehicles.

“truck stop” means land used for the parking of motor vehicles used for carrying goods, and may include facilities for ancillary accommodation of drivers and the retail sale of petroleum products and convenience goods, but excludes the garaging, management, and repair of any motor vehicle.

xiv). Amending the **“storage facility/depot/laydown area”** definition in Appendix 1 - Definitions to read:

“storage facility/depot/laydown area” – any land, buildings or other structures used for the storage and transfer of goods including salvaged items, the assembling of prefabricated components of products and includes milk depots, earthworks contracting yards and salvage yards.

xv). Amending Appendix 5 – Development Plan Areas to show the **“Wedgefield Industrial Estate”** as per the modified Appendix 5 – Development Plan Areas plan.

xvi). Amending the Scheme Map accordingly.

Dated this.....day of.....201

PLANNING AND DEVELOPMENT ACT 2005**TOWN OF PORT HEDLAND****TOWN PLANNING SCHEME NO. 5****AMENDMENT NO. 24**

The Town of Port Hedland under and by virtue of the powers conferred upon it in that behalf by the Planning and Development Act 2005 hereby amends the above local planning scheme by:

1. Rezoning Lots 300, 301, 5871 and 5872 Schillaman Street currently zoned "Transient Workforce Accommodation R20" and Lot 5858 Schillaman Street reserved "Parks and Recreation" to "Industry" zone as depicted on the amendment map.
2. Rezoning the land generally bound by Great Northern Highway, Pinga Street, and the boundary of the Port Hedland Port Authority land currently reserved for "Other Purpose – Infrastructure"; "Parks and Recreation" and "Local Road" and "State and Regional Road" and "Transient Workforce Accommodation R20" to "Transport Development" zone as depicted on the amendment map.
3. Rezoning the land generally bound by Wallwork Road, The Port Hedland – Goldworthy Railway, Cajarina Road and Great Northern Highway currently reserved for "Other Purpose – Infrastructure" and "State and Regional Road" to "Light Industry" zone as depicted on the amendment map.
4. Amending the Scheme text by:
 - i). Inserting section "3.1 (c) iv. Transport Development"
 - ii). Inserting section "3.1 (c) v. Light Industry"
 - iii). Amending section 3.2.3 to read "Notwithstanding the provisions of 3.2.2, development may only be permitted within the Urban Development, Industrial Development or Transport Development zones where:
 - (a) A Development Plan has been adopted for the subject land and the development is in accordance with the plan: or
 - (b) Council has resolved that a Development Plan is not required."
 - iv). Inserting section "5.2.1 (g) Transport Development zone"
 - v). Inserting section "5.2.1 (h) Light Industry zone"
 - vi). Amending section 6.7.1 to read "In determining applications for planning approval within the Strategic Industry, Industry, Industrial Development, Transport Development and Light Industry

zones, Council shall have regard to any relevant Council Policy Statement adopted under Part V of the Scheme."

vii). Amending section 6.7.2 to read "In considering planning applications within the Strategic Industry, Industry, Industrial Development, Transport Development and Light Industry zones, Council shall have regard for the:

- (a) compatibility of uses,
- (b) potential impact of the proposal on the efficient and effective operations of the existing and planning industry, infrastructure or public purpose, and
- (c) risks, hazards, health and amenity associated with the proposed use being located in proximity to existing and planned industry, infrastructure or public purpose or any other use."

viii). Amending section 6.7.8 to read "When considering applications for planning approval in the Industry, Industrial Development, Transport Development and Light Industry zones Council shall require any buildings to:

- (a) Be set back a minimum of six metres from the front boundary,
- (b) Cover no more than fifty percent of the lot,
- (c) Include building facades comprised of materials to Council's satisfaction,
- (d) Include on-site car parking, wholly or partly within the setback area, with a minimum of one car parking bay for each person employed or normally engaged on the site plus three visitor bays, unless otherwise stipulated in Appendix 7 or section 6.13,
- (e) Provide for the storage of materials not within the front setback unless for a temporary period as determined by Council, and
- (f) Have regard for any other development standard contained in the Policy Manual."

ix). Inserting as section 6.7:

Transport Development Zone

6.7.24 The purpose of the Transport Development zone is to accommodate the operation of over-sized equipment and services supporting the transport industry.

6.7.25 When considering applications within the Transport Development zone, in addition to the requirements of 4.5, Council must have regard to the following:

- d) the purpose of the zone;
- e) consideration to the size of vehicles, with a preference for larger vehicles;
- f) preference to industries supporting the transport and heavy vehicle industry.

6.7.26 All development requirements related to the Industry zone also apply to the Transport Development zone.

6.7.27 Council may prepare, or require to be prepared, a Development Plan for land within the Transport Development zone. The provisions of subclauses 5.2.2 to 5.2.11 of the Scheme shall apply in relation to the adoption, approval, modification and implementation of any such plan. Although subdivision and development may take place prior to the Scheme maps being amended to reflect the details of Development Plans; the Scheme maps should be amended as soon as practicable following the creation of lots and Crown reserves.

6.7.28 The Development Plan shall address the matters outlined in Appendix 6.

Light Industry Zone

6.7.29 The purpose of the Light Industry zone is to accommodate for a range of generally small scale industrial development, which exhibit a relatively high standard of design and environmental performance in terms of amenity, noise, emissions and generation of vehicular traffic.

6.7.30 All development requirements related to the Industry zone also apply to the Light Industry zone.

6.7.31 Council may prepare, or require to be prepared, a Development Plan for land within the Light Industry zone. The provisions of subclauses 5.2.2 to 5.2.11 of the Scheme shall apply in relation to the adoption, approval, modification and implementation of any such plan.

6.7.32 The Development Plan shall address the matters outlined in Appendix 6.

- x). Amending section 6.14.5 to read "Within the Industry, Industrial Development, Transport Development and Light Industry zones, any outside area which Council considers may become untidy or is currently untidy when visible from the street shall be screened by a wall, fence or planting, including gates where access is required, to the satisfaction of Council."

- xi). Renumbering the subsequent sections accordingly;
- xii). Inserting the following rows and columns in the Zoning Table and renumbering the Use Classes accordingly:

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5	Holiday Accommodation	~	~
6	Home Occupation	~	~
7	Hotel	~	~
8	Motel	~	~
9	Movable Dwelling	~	~
10	Multiple Dwelling	~	~
11	Residential Building	~	~
12	Rural Settlement	~	~
13	Single House	~	~
14	Transient Workforce Accommodation	~	~
Industry			
15	Abattoir	~	~
16	Agriculture	~	~
17	Arts and Crafts Centre	~	~
18	Intensive Agriculture	~	~
19	Fuel Depot	AA	~
20	Harbour Installation	AA	~
21	Hire Service (Industrial)	P	AA
22	Industry – Cottage	~	P
23	Industry – Extractive	~	~
24	Industry – General	~	~
25	Industry – Light	~	P
26	Industry – Noxious	~	~
27	Industry – Rural	SA	~
28	Industry – Service	~	AA
29	Industry – Resource Processing	~	~
30	Industry - Transport	AA	~
31	Infrastructure	AA	AA
32	Stockyard	~	~
33	Storage Facility/Depot/Laydown Area	SA	~
34	Container Park	P	~
35	Distribution Centre	P	AA
36	Transport Depot	P	~
37	Truck Stop	SA	~
Commerce			
38	Aerodrome	~	~
39	Display Home Centre	~	AA
40	Dry Cleaning	~	P
41	Market	~	AA

42	Motor Vehicle and/or Marine Repair	AA	AA
43	Motor Vehicle and/or Marine Sales or Hire	SA	AA
44	Motor Vehicle and/or Marine Service Station	AA	SA
45	Motor Vehicle and/or Marine Wrecking	~	~
46	Motor Vehicle Wash	AA	AA
47	Office	IP	IP
48	On-site Canteen	IP	IP
49	Outdoor Display	IP	IP
50	Reception Centre	~	~
51	Restaurant (includes café)	~	~
52	Restricted Premises	~	AA
53	Shop	~	~
54	Showroom	~	AA
55	Take-away Food Outlet	~	SA
56	Warehouse	AA	P
Health, Welfare & Community Services			
57	Carpark	P	AA
58	Child Care Service	~	~
59	Community Use	~	~
60	Consulting Rooms	~	~
61	Education Establishment	~	AA
62	Emergency Services	~	AA
63	Funeral Parlour	~	AA
64	Hospital	~	~
65	Juvenile Detention Centre	~	~
66	Medical Centre	~	~
67	Nursing Home	~	~
68	Place of Animal Care	~	SA
69	Place of Public Meeting, Assembly or Worship	~	~
70	Prison	~	~
71	Public Mall	~	~
72	Public Utility	P	P
Entertainment, Recreation & Culture			
73	Equestrian Centre	~	~
74	Entertainment Venue	~	SA
75	Private Recreation	~	AA
76	Public Recreation	~	AA

The symbols used in the zoning table have the following meanings:

- P** The development is permitted by the Scheme
- AA** The development is not permitted unless the Council has granted planning approval
- SA** The development is not permitted unless the Council has granted planning approval after giving notice in accordance with clause 4.3
- IP** The development is not permitted unless the use to which it is put is incidental to the predominant use as decided by Council
- ~** A development that is not permitted by the Scheme

xiii). Inserting the following definitions in Appendix I – Definitions

“container park” means land, including outbuildings, used for the receiving, interim storage and forwarding of containers used for the transporting of equipment, goods and products, materials or similar either by sea, road or rail transport.

“distribution centre” means regional premises, building and land, used for the receipt and wholesale distribution of retail goods and products by air, sea, road or rail to retail, showroom and warehouse outlets.

“fuel depot” means premises used for the storage and sale in bulk of solid or liquid or gaseous fuel, but does not include a service station and specifically excludes the sale by retail.

“industry – transport” means an industry which involves road, rail, air or sea freight transportation and includes supporting transport related industries providing services including fabrication and/or engineering of parts and components to the transport industry.

“transport depot” means land and buildings used or intended to be used for the transfer of goods or persons from one motor vehicle to another motor vehicle for hire or reward, or for the storage of goods delivered by road transport, and includes the maintenance, repair, garaging, parking or storage of such vehicles.

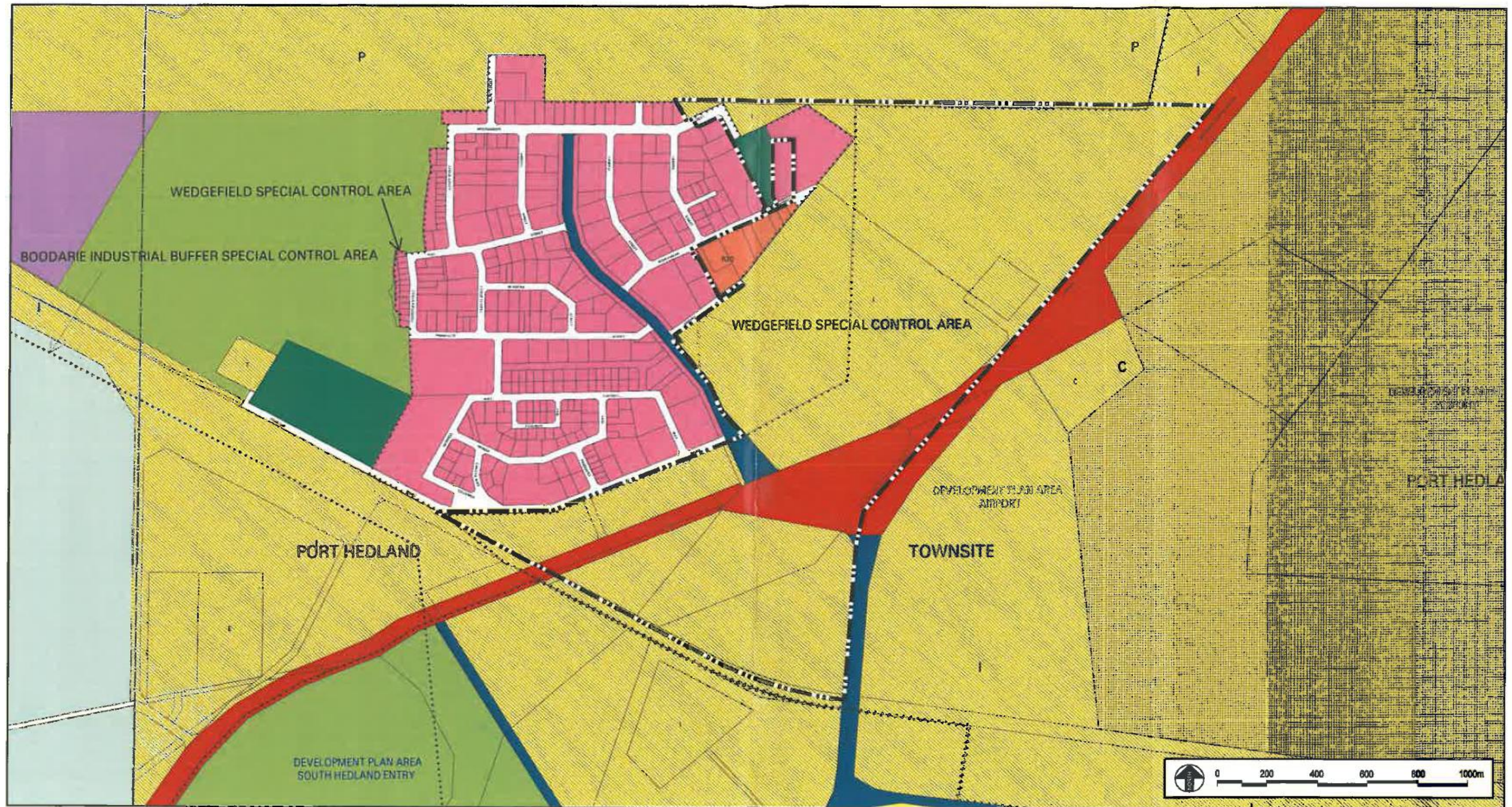
“truck stop” means land used for the parking of motor vehicles used for carrying goods, and may include facilities for ancillary accommodation of drivers and the retail sale of petroleum products and convenience goods, but excludes the garaging, management, and repair of any motor vehicle.

xiv). Amending the **“storage facility/depot/laydown area”** definition in Appendix I - Definitions to read:

“storage facility/depot/laydown area” – any land, buildings or other structures used for the storage and transfer of goods including salvaged items, the assembling of prefabricated components of products and includes milk depots, earthworks contracting yards and salvage yards.

xv). Amending Appendix 5 – Development Plan Areas to show the **“Wedgefield Industrial Estate”** as per the modified Appendix 5 – Development Plan Areas plan.

xvi). Amending the Scheme Map accordingly.



EXISTING ZONING PLAN
WEDGEFIELD INDUSTRIAL ESTATE

Base data supplied by Landgate
 Aerial Photography dated October 2008, accuracy +/- 4m, Projection MGA Zone 50
 Areas and dimensions shown are subject to final survey calculations.
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LEGEND

--- Wedgefield Industrial Estate Development Plan Area

LOCAL SCHEME RESERVES
 LOCAL POINT
 OTHER PUBLIC PURPOSES
 AIRPORT
 PORT HEDLAND SOUTH HEDLAND ENTRY

ZONES
 INDUSTRIAL
 COMMERCIAL
 RESIDENTIAL
 RURAL

OTHER
 AIRPORT
 PORT HEDLAND SOUTH HEDLAND ENTRY

OTHER
 AIRPORT
 PORT HEDLAND SOUTH HEDLAND ENTRY

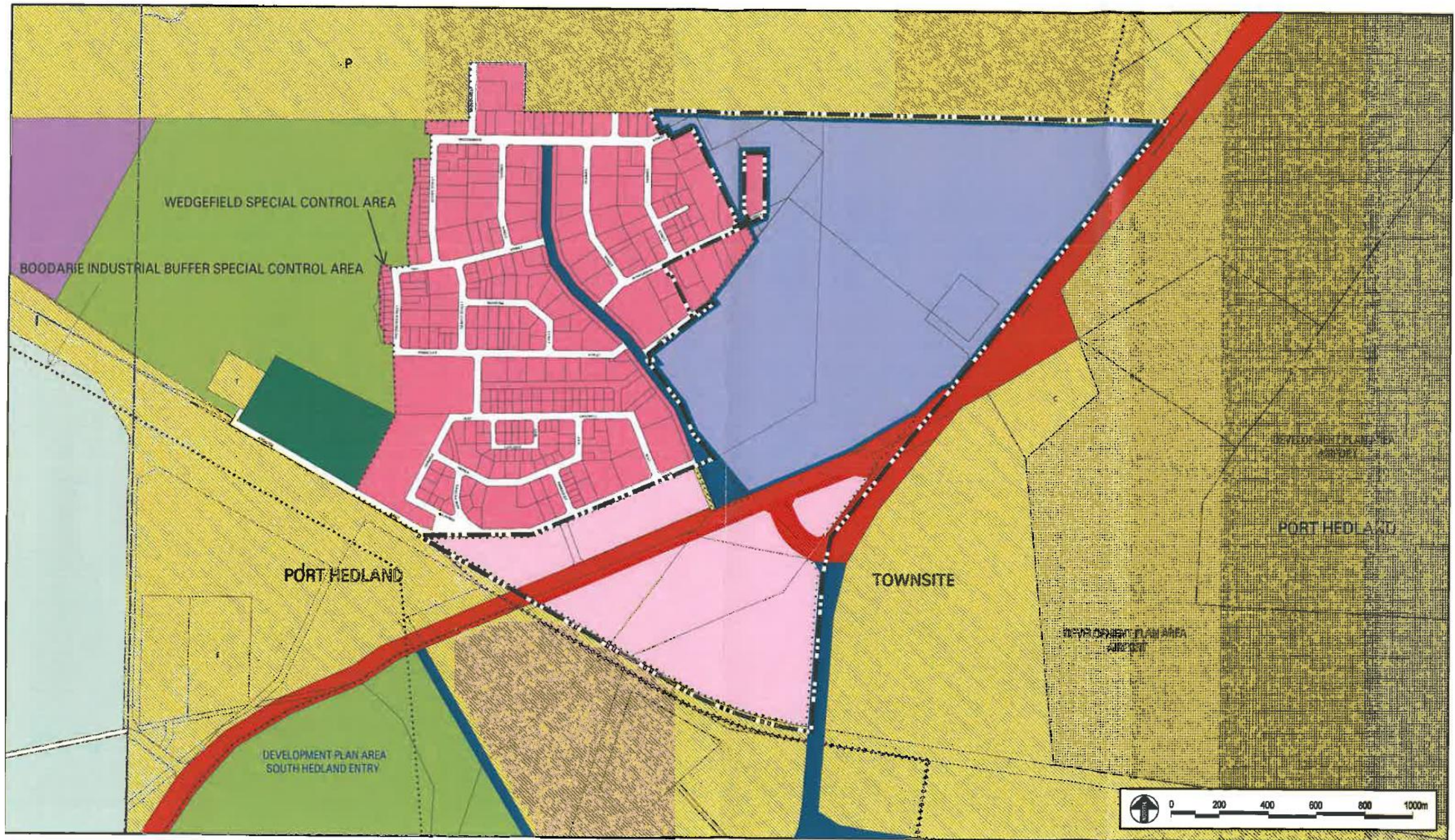
OTHER
 AIRPORT
 PORT HEDLAND SOUTH HEDLAND ENTRY

OTHER
 AIRPORT
 PORT HEDLAND SOUTH HEDLAND ENTRY

LandCorp CLIENT
 1:10,000@A3 SCALE
 27 November 2008 DATE
 3414_1-1-018b_SA.dgn PLAN No
 b REVISION
 T.C. PLANNER
 R.F. DRAWN
 N.T. CHECKED

RPS koltasz smith
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PLAN 3



PROPOSED ZONING PLAN - TPS 5
WEDGEFIELD INDUSTRIAL ESTATE

LEGEND

Base data supplied by Landgate, Projection MGA Zone 50
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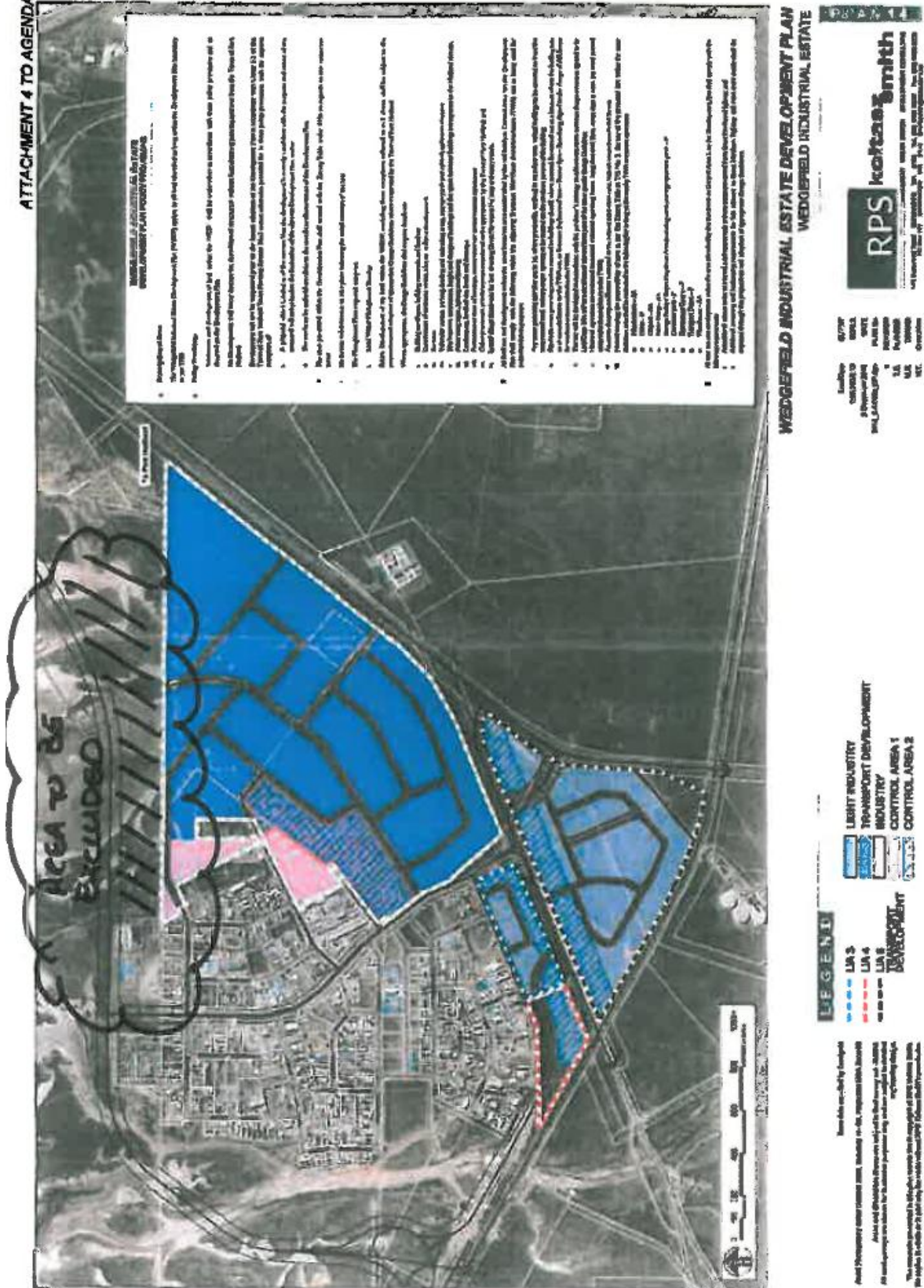
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PLAN 4

ATTACHMENT 2

ATTACHMENT 4 TO AGENDA ITEM 11.1.2.3



1. Introduction

This plan provides the framework for the development of the Wedgfield Industrial Estate. It sets out the overall layout, including the location and extent of the various zones, and the proposed infrastructure, including roads, utilities, and drainage.

2. Objectives

The main objectives of this plan are to provide a clear and concise description of the proposed development, to set out the overall layout and infrastructure, and to provide a framework for the future development of the estate.

3. Planning Policy Context

The development of this estate is in accordance with the following policies of the Wedgfield Industrial Estate Development Plan:

- Policy 1: To provide a clear and concise description of the proposed development, including the location and extent of the various zones, and the proposed infrastructure.
- Policy 2: To set out the overall layout and infrastructure, including roads, utilities, and drainage.
- Policy 3: To provide a framework for the future development of the estate.

4. Planning Policy Objectives

The main objectives of this plan are to provide a clear and concise description of the proposed development, to set out the overall layout and infrastructure, and to provide a framework for the future development of the estate.

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11.2 Engineering Services

Nil.

11.3 Community Development**11.3.1 Director Community Development****11.3.1.1 Hedland Senior High School Board Nomination – Council Representative (File No.:)**

Officer **Debra Summers**
Acting Director Community
Development

Date of Report 15 September 2010

Disclosure of Interest by Officer Nil

Summary

Due to the Hedland Senior High School now being an Independent Government School commencing in 2011 a School Board will be formed to set the direction for the management of the school. The Town of Port Hedland has been invited to nominate a member to this Board. The Mayor has submitted her nomination to this Board before the due date of 14th September 2010 and Council is being asked to endorse this nomination.

Background

As an Independent Government School, Hedland Senior High School will have a School Board which will have greater scope and autonomy to set the schools direction in areas such as staff selection; design of education programs; financial administration and behavior management. The Board will take over functions currently being performed by the School Council; operate at a strategic level and as such has targeted nominations from specific organizations, agencies and industry sectors. Membership will also include representatives from the Parents and Friends Association plus general community members.

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications

Key Result Area 3: Community Development

Goal1: Youth and Children

Other Actions: Pursue improved educational facilities and additional education choice within the Town.

Budget Implications Nil

Officer's Comment

This is an exciting time for the school and the community and will provide greater flexibility to the school to respond to the needs and aspirations of the local community. The nomination of the Mayor to this Board recognizes the importance the Council places of the role of this Board. The benefit to the Council of having the Mayor as a Board member will ensure input into the strategic direction of the school and ensure, with other Board members, the optimal outcome for the youth of the town and through this, the wider community. The seat at the Board will also provide a direct two way communication link between the school and the Council.

201011/108 Council Decision/Officer's Recommendation**Moved:** Cr A A Carter**Seconded:** Cr D W Hooper

That Council endorses the nomination of the Mayor to the Hedland Senior High School board.

CARRIED 8/0

11.3.2 Youth and Recreation Services**11.3.2.1 Master Planning Proposal – South Hedland Library, Community and Aquatic Centres (File No.: 26/04/0018)**

Officer **Nicole Roukens**
Recreation Coordinator
and
Debra Summers
Acting Director: Community
Development

Date of Report 15 September 2010

Disclosure of Interest by Officer Nil

Summary

In August 2009, Creating Communities was contracted to undertake an audit of the South Hedland Aquatic Centre (SHAC) and subsequently develop concept designs for a staged upgrade. A concept design is currently being produced for the proposed South Hedland Library and Community Centre by the same architect. The purpose of this report is to provide Council with an update on the projects and to seek approval for the development of a Master Plan that includes both the concepts for the two facilities.

Background

The most recent decisions by Council relating to the South Hedland Aquatic Centre and the Library Services Plan are as follows:

In relation to the South Hedland Aquatic Centre, at its Ordinary Meeting held on 28 April 2010, Council resolved:

“That Council:

- i. Accept the concept design for a staged upgrade of the South Hedland Aquatic Centre based on the final draft designs for public consultation and return to Council for approval with all the costings; and,*
- ii. Consider Stage 1 of the redevelopment phase as part of the 2010/11 budget process, with the Town of Port Hedland to contribute \$600,000 towards the \$1,800,000 project budget.”*

In relation to the Library Services Plan, at its Ordinary Meeting held on 25 August 2010, Council resolved:

“That Council:

- 1. receive the report on the advertising of the Library Services Plan; and*
- 2. revise Objective 2 in the Library Services Plan to read:*

In 2012/2013 undertake a Feasibility Study into the optimal location for a new Port Hedland Library inclusive of new technology or commercially based activities whilst retaining elements of traditional library usage; and

3. *endorse the Library Services Plan with subsequent changes and refer the associated action plan for inclusion in the ordinary Council planning and budgetary processes.”*

Concept Design for SHAC Redevelopment

The Town of Port Hedland engaged Creating Communities in August 2009 to conduct an audit of the South Hedland Aquatic Centre. Subsequently, concept designs for its upgrade based on the existing structure, community demand and compliancy requirements were developed. To ensure financial viability, a staged approach was deemed the most appropriate.

As per the audit requirements, all existing water treatment facilities were reviewed and found to be inadequate for the current Australian Codes of Practice. The report indicates that if the current lap pool (50 metre Olympic pool) is to be retained then the design and construction of a new water treatment plant will be required.

The report also detailed a number of other items at the SHAC that currently do not meet Australian Standards or are in need of an upgrade. These include:

- Disabled pool access
- Overhead lighting
- External fencing
- Development of a designated alcohol/licensed area

The Town of Port Hedland extended Creating Communities contract who engaged Murray Johns from Christou and Partners Architects to develop a Concept Plan that included the adjacent South Hedland Library site to determine if the new Library and Community Centre could be co-located with the upgraded SHAC. Council accepted this concept design and requested public consultation leading to full costings on the proposed works.

Concept Design for South Hedland Library and Community Centre

During the advertising stage of the draft Town of Port Hedland Library Services Plan, a public workshop with Murray Johns, James Christou and Partners Architects was held at the South Hedland Library, facilitated by Northern Edge Consulting. This workshop was to allow public input into a concept design for the proposed South Hedland Library and Community Centre.

This concept design is nearing completion following input required from LandCorp drainage studies undertaken in the area and will be presented to Council for its consideration in October. This concept design will assist in determining the scope, size and function of the library and community centre, based on significant community consultation.

Master Planning Opportunities

Both projects are in the concept design and following budgetary allocations, both funded for the next stage of detailed design leading to development of tender documentation. The increasing synergies between the two projects suggest an opportunity exists to move to the Master planning stage of both facilities as one site. Benefits of this exercise would be to both Council in terms of potential savings and general project efficiencies and to the community in terms of optimal provision of a range of community facilities and services.

Consultation

SHAC

Extensive consultation was undertaken in regard to the designs for the redevelopment of SHAC by Creating Communities, including with the following groups;

- Hedland Water Polo Association
- Hedland Amateur Swimming Club
- Tri Club
- YMCA
- State sporting bodies
- Local primary and secondary schools
- Landcorp
- Environmental Health
- South Hedland Aquatic Centre users
- Town of Port Hedland Staff

Community consultation was also undertaken in the following manner to ensure the broader community had an opportunity to comment on the project and the proposed designs:

- Newspaper
- Website
- Media Releases
- Shopping centre surveys

The SHAC concept designs were put out for community consultation on the Town of Port Hedland website and received no further feedback.

South Hedland Library and Community Centre

A full report of consultation undertaken by Northern Edge leading to the development of concept designs for the South Hedland Library and

Community Centre were presented to Council when the decision was made to endorse the Library Services Plan.

Statutory Implications

- Library Board Act of Western Australia (1951) and associated Regulations
- The Siting and Design of Public library Buildings, 1980
- Public Library Framework Agreement;

Policy Implications

Nil

Strategic Planning Implications

Key Result Area 3: Community Development

Goal 2: Sports and Leisure

Immediate Priority 2: Undertake sports facility development including upgrading of lighting at sports facilities.

Key Result Area 3- Community Development

Goal 1: Youth and Children

Immediate Priority 5: Plan for the development of a new library and community centre in South Hedland.

Budget Implications

Income sources to complete South Hedland Aquatic Centre Redevelopment including master planning and design, tender preparation and construction:

Income	Amount	Status
Department of Sport and Recreation	\$600,000	Confirmed
BHP Billiton Iron Ore	\$600,000	Confirmed
Town of Port Hedland	\$600,000	Confirmed
Royalties for Regions	\$3,600,000	Pending
TOTAL	\$5,400,000	

Income sources to complete master planning, detailed design, costings and tender documentation preparation for the South Hedland library and Community Centre:

Income	Amount	Status
Town of Port Hedland	\$300,000	Confirmed
BHP Billiton Iron Ore	\$400,000	Confirmed
PRP Phase 2	\$665,000	Pending
TOTAL	\$1,365,000	

Officer's Comment

A number of changes have been made to the original project scope for the redevelopment of the South Hedland Aquatic Centre. The current concept designs were developed in the later stage of the project to determine if the Library and Community Centre could functionally fit on the site and the space available.

Given that this has been demonstrated to be the case, it offers the potential to Master Plan an integrated development of library, community and aquatic facilities as one site. This provides the opportunity to share elements such as entry points, parking areas, landscaping, outdoor areas, café, crèche, meeting rooms and staff administrative areas. This would bring cost savings in construction and future maintenance as well as provide the community with a very attractive facility. Co-location of facilities will enable greater access by community members – swimmers may be encouraged to use the library and visa versa.

An initial cost plan forecast would be completed as part of the Master Planning process. Given the extent of community consultation already undertaken in regard to both the new South Hedland Library and SHAC redevelopment proposals, it is proposed that community consultation be next undertaken following the development of the Master Plan and its consideration by Council.

It is important to note this is not losing any work previously done, more cursory integration of the tow projects.

Attachments

1. Creating Communities Report – SHAC Redevelopment
2. Concept Designs – co-location of library, community facilities and SHAC

201011/109 Council Decision/Officer's Recommendation

Moved: Cr A A Carter

Seconded: Cr D W Hooper

That Council:

- i) **requests the Acting Chief Executive Officer to develop a Master Plan for the integrated development of the new South Hedland Library, Community Centre and South Hedland Aquatic Centre (SHAC) on one site; and**
- ii) **requests that the Acting Chief Executive Officer ensures the scope of works to be undertaken in Stage 1 of the South Hedland Aquatic Centre Upgrade, are consistent with the Master Plan and within budget limitations.**

CARRIED 8/0

South Hedland Aquatic Centre - Concept
Design Brief
Town of Port Hedland
October 2009



Project Details

Prepared for:	Client	Town of Port Hedland
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Document prepared - October 2009.

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Introduction

The Town of Port Hedland's *Plan for the Future (2008-2013)* document identifies sporting facilities as being of significant importance to the long-term future of the town. The outcome desired from this project by the Town of Port Hedland is that the community will have access to sporting and leisure facilities that are of an equivalent standard to those in the metropolitan area, and that those facility elements that do not conform to current standards will be addressed as a matter of priority.

The specific strategy relating to the South Hedland Aquatic Centre within the town's '*Plan for the Future*' document is: *to identify and implement opportunities to sustainably upgrade programmes and services at the Town of Port Hedland's aquatic facilities.*

The impetus to complete a master plan process for the South Hedland Aquatic Centre is being driven by:

- The desire of the Town of Port Hedland, key industry partners and the State and Federal governments to upgrade the amenity of Port Hedland and thus make it a more attractive place to live.
- The need to ensure that the quality of recreation facilities within the Town of Port Hedland meets expectations in an efficient manner.
- The obligation for the South Hedland Aquatic Centre to comply with the relevant codes of practice regarding the operation of aquatic centres.
- The understanding that the facility has reached its 'use by date' and requires refurbishment.
- The requirement that the facility is operationally efficient and safe whilst also encouraging use.
- The prerequisite that it responds to the master plan for the South Hedland Town Centre.

Whilst the South Hedland Aquatic Centre was compliant with the health and safety standards relevant at the time of its construction, the facility is now over thirty years old and is in need of renewal. There is a need to ensure that the facility is able to fully comply with the recently adopted Health Department of Western Australia, Code of Practice for the Design, Construction, Operation, Management and Maintenance of Aquatic Facilities (May 2007).

Since it was first opened the facility has seen a number of minor upgrades, which along with its ongoing maintenance have helped retain its relevance. It is now considered time to provide some major capital investment and return the facility to a more satisfactory condition.

The South Hedland Aquatic Centre has been managed by the YMCA since 2001, in accordance with the terms and conditions outlined in the management agreement. The YMCA is responsible for the programming of the facilities, the maintenance of the capital asset and the financial and administrative management of the centre as outlined within the agreement.

At the completion of the master planning process the Town of Port Hedland wishes to have a clear understanding of the recommended upgrades needed, as well as indicative costing that will enable it to proceed to a detailed design and a staged refurbishment phase.

Purpose

The purpose of the draft concept design brief is to inform the master planning phase of the potential redevelopment of the South Hedland Aquatic Centre. The concept design brief initially considers the areas of the facility that do not conform to the current regulations or standards established for public aquatic centres.

Further to this the master plan document assesses potential usage, required facility components and other design features to inform the preparation of concept plans for the redevelopment of the facility. The intent is to provide an initial step in the planning and design phase of the possible redevelopment of the South Hedland Aquatic Centre.

The master plan document will identify mandatory enhancements based on ensuring that the facility is able to conform with all of the current standards relevant to the operation of aquatic facilities. The master plan will also be a key element in future capital funding submissions, as well as the development of the South Hedland Town Centre redevelopment.

This draft concept paper provides an initial mechanism for capturing stakeholder input into the concept planning process. It is assumed that the concept will continue to evolve throughout the planning process.

Methodology

The methodology for the development of the concept design brief is based on a multi-dimensional consultation process that collates the views of user groups, stakeholders and the community.

User groups and stakeholders were consulted via face-to-face meetings. The user groups consulted included the YMCA, Port Hedland Water Polo Association, Port Hedland Swimming Club, Port Hedland Triathlon Club, the Australian Sports Commission (Active After School Program), all primary schools and the Hedland Senior High School. The stakeholders identified for consultation included state sporting associations, representatives of the Indigenous community, and Town of Port Hedland staff and elected members.

Engagement of the community included an online survey that was hosted on the town's website, as of Monday, 17 September. An intercept survey was undertaken at the South Hedland Shopping Centre on Thursday, 17 September and Friday, 18 September 2009. The questions used for the intercept survey were the same as the online survey.

The findings of the consultation have been collated and form the supporting documentation to the concept design brief, which is the key document that informs the development of the master planning process.

Concept Design Brief

Priority 1: Mandatory Enhancements

Priority	Facility Area	Design Elements	Reasons
1	Water treatment facilities	<ul style="list-style-type: none"> Installation of new water treatment facilities adding automated water management systems to replace current manual processes. Install independent water treatment facilities for both the main pool and secondary pools (the children's and 'learn to swim' pool) within the facility. Construct a new plant room to accommodate the required water treatment equipment, storage and compliance. Address chlorine gas delivery methods that currently contravene required practice. 	<ul style="list-style-type: none"> Water treatment must meet Health Department of Western Australia requirements. Address key occupational health and safety issues regarding the current delivery of chlorine gas. Location and design of a new plant room could be discrete and allow for the master plan to maximise the use of the site. Plant room location and design could be complimentary with the South Hedland Town Centre Master Plan.

NB: The mechanical audit report with specific recommendations in the pool filtration is attached separately.

2	50m lap and dive pool area	<ul style="list-style-type: none"> Retain current water body configuration. Make the maximum pool depth 2.2m. Incorporate disability access to main pool to ensure that the facility conforms to the Disability Discrimination Act and the Building Code of Australia. Replace pool finish; existing tiles have surpassed their anticipated life expectancy. Upgrade existing pool deck as current pool surrounds are in poor condition and are 	<ul style="list-style-type: none"> Current 8 lane pool with 2.5m lanes should be retained as it is structurally sound and meets community requirements. Disability Discrimination Act requires that people with a disability are able to enter the water in a dignified manner. Facility will need to conform to Australian Standard 1428.1 'Design for Access and
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		not conducive to being moved/ temporarily relocated when repairs are required to underground pipe work.	<p>Mobility'.</p> <ul style="list-style-type: none"> • Dive pool provides suitable water polo pool; retention of 2.2m depth is a minimum requirement. • Retain existing up-stand detail as this design of pool surrounds is helpful to maintain pool cleanliness (restricts rubbish from blowing into water).
3	Illumination of the pool area and facility surrounds	<ul style="list-style-type: none"> • The pool illumination levels do not currently conform to Australian Standard 2560.2.5 Lighting Criteria for swimming pools (Recreation and Training Purposes). 	<ul style="list-style-type: none"> • Lighting inadequacies are identified in Light Plan Report 2009. • Current hours of operation for the facility are restricted to daylight hours. Upgraded lighting will enable greater usage of the facility.
4	'Learn to Swim' water space	<ul style="list-style-type: none"> • Retain space that is suitable for 'learn to swim'. • Replace pool finish (existing tiles have passed their anticipated life expectancy). • Incorporate walking lanes into the pool design. 	<ul style="list-style-type: none"> • Retention of current depth of between 0.75 m to 0.85m as it is ideal for teaching purposes.
	Baby /toddler water space	<ul style="list-style-type: none"> • Provide identified toddlers' play area to 70sqm of water surface area. • Incorporate beach entry into pool design. • Maximum depth of 0.5m. • Incorporate 1 play feature. • Include interactive water bubbling features. • Provide shade over pool and area immediately surrounding it. • Provide spectator seating for the toddlers' pool. 	<ul style="list-style-type: none"> • Current 'baby pool' facility is poorly designed for its intended purpose. • Safety risks associated with the design/ configuration of the centre drain.
	<p><i>NB: Existing 'learn to swim' and toddlers' pools could be merged as a water body as long as there is some separation or delineation of the different activity areas.</i></p>		

Priority 2: Discretionary Enhancements

Priority	Facility Area	Design Elements	Reasons
1	Enhanced shade strategy	<ul style="list-style-type: none"> • Enhanced level of shade throughout site. Specific focus on achieving the following outcomes: <ul style="list-style-type: none"> ▶ Bringing shade as close as possible to the pool sides; ▶ Shade at both ends of the 50m pool to provide protection to swimmers and officials; ▶ Shade along the side of the 50m pool where competition spectators are located; ▶ At periphery of site so groups can congregate; ▶ Incorporated with services such a BBQ and spectator seating; and ▶ Provide shade for non aquatic facility options (i.e. half court basketball court). • Shade strategy created to form linkages between different facility areas. 	<ul style="list-style-type: none"> • Current shade does not meet the needs of all users. A shade strategy is essential to the overall development of the South Hedland aquatic facility. • Explore options for easy and timely removal of shade in event of adverse climatic conditions (cyclones).
2	Administration building	<p>Office centre manager</p> <ul style="list-style-type: none"> • Area suitable to accommodate two work stations (14sqm). • Telephone and computer access for both work stations. • Space available for two-person meeting table. • Vision of the front office area and the pool area. • Secure document. <p>Main operations area</p> <ul style="list-style-type: none"> • (12sqm) located within administration building (access to 	<ul style="list-style-type: none"> • Currently the facility manager is without a designated office space. • Creation of a separate work space for the centre manager will provide an enhanced workspace and appropriate level of confidentiality and security. • No dedicated space exists for operational staff within the current

	<p>operational areas, kiosk, cashier etc).</p> <ul style="list-style-type: none"> • Excellent vision of all water bodies. • Work station (1) for pool staff. • Computer and telephone access to work station. • Staff meeting area. • Control point for PA system. 	<p>office format.</p> <ul style="list-style-type: none"> • Provides a central point for duty staff.
	<p>Cashier</p> <ul style="list-style-type: none"> • Secure cashier area incorporated at the facility entry point (8sqm). • Single focus - prompt handling of pool entry transactions. • Separation from kiosk operation. • Easy access to centre manager's office and on-site safe. • Screened area for cash handling. 	<ul style="list-style-type: none"> • Current cashier space is incorporated with the kiosk. • Provides secure clearly defined area for the handling of money. • Provides clear delineation between cashier and kiosk operations. • Area separated from kiosk servery to avoid congestion, particularly for patrons waiting to enter the pool.
	<p>Staff room</p> <ul style="list-style-type: none"> • 15sqm area. • Includes fridge, sink, 6 person table and 8 personal lockers. • One clear wall for staff notice board. 	<ul style="list-style-type: none"> • There is no existing dedicated area for staff in the current administration area. • Provides private area away from public view for duty staff.
	<p>First aid room</p> <ul style="list-style-type: none"> • 8sqm area. • Access to both pool deck and external ambulance entry. • Meets all statutory requirements. • Exclusive space. • Sink with running water. 	<ul style="list-style-type: none"> • Current first aid treatment area is part of a storage/ circulation space. • Key risk management strategy for centre. • Replaces currently inadequate arrangement.

3	Change room and toilet facilities	<ul style="list-style-type: none"> • 2 x 30sqm of change room area for male/ female users. • Clear delineation between toilet and change room areas. • Toilet facilities to meet health department requirements for 500 patrons on site. • Provide 2 family/ disabled change rooms (10sqm) with direct access to the pool area. • Family/ disabled change areas to include baby change table, disabled assistance bars and an emergency assist button. 	<ul style="list-style-type: none"> • Current change rooms and toilets are oversized and poorly designed. • Observance of Health Department regulations regarding public building provisions is integral to what is provided overall. • Understanding of extended stay usage by patrons. • Focuses on the creation of a resort quality, family friendly environment.
4	Non aquatic facilities	<ul style="list-style-type: none"> • Retain /relocate half court basketball court. • Retain/relocate playground equipment. • Develop beach volleyball court. 	<ul style="list-style-type: none"> • Provision of complimentary developments to interface with the South Hedland Town Centre Master Plan.
5	Car parking	<ul style="list-style-type: none"> • Review and optimise car parking provision in conjunction with the South Hedland Town Centre Review. 	<ul style="list-style-type: none"> • Existing car parking is adequate, but may require revision based on the building design and the South Hedland Master Plan. • Minimise the duplication of car parking space. • Ensure car parking is located within easy access of main entry. • Explores opportunities to share car parking areas with other community amenities.

Priority 3: Optional Enhancements

Priority	Facility Area	Design Elements	Reasons
1	Kiosk /cafe	<ul style="list-style-type: none"> • Development of a pool kiosk that is able to provide an enhanced standard of food and beverages. ▶ Included as part of the main administration building. ▶ Separated from the cashier. ▶ Conforming to all health regulations pertaining to safe food handling procedures. ▶ Sale of pre packaged food. 	<ul style="list-style-type: none"> • A kiosk is currently part of the amenities provided at the centre. • A cafe has not been specifically identified as a result of the consultation process. • Look at opportunities for cafe-style furniture to be accessible to users. • Explore complimentary co-located 'tenancy/ cafe' opportunities in conjunction with the South Hedland Town Centre Master Plan.
2	BBQs	<ul style="list-style-type: none"> • Relocate BBQ area to create family/group areas. 	<ul style="list-style-type: none"> • Current location of BBQ has no links with areas that are likely to be used by groups or families using the facility.
3	Spectator furniture	<ul style="list-style-type: none"> • Development of a pool furniture strategy that provides a combination of fixed and removable furniture. <p>Fixed pool furniture to be located:</p> <ul style="list-style-type: none"> ▶ Around the periphery of the site in alignment with the on-site BBQs; and ▶ In close proximity to the toddlers and 'learn to swim' pools for supervision of groups using these facilities. 	<ul style="list-style-type: none"> • A combination of fixed and removable furniture is required to accommodate the needs of different user groups. • Create a social/recreation space between the leisure water and the 50m pool (shaded deck area in lieu of existing grass mound).

4	Public address system	<ul style="list-style-type: none"> • Install public address system. <ul style="list-style-type: none"> ▶ Controlled from main administration area. ▶ Wireless microphone. ▶ Division of centre into zones for the PA system. 	<ul style="list-style-type: none"> • PA system can currently be operated only from the main office. • Enhance communication throughout the facility. • PA system can be used by hirers of the facility.
5	Spectator viewing 50m pool	<ul style="list-style-type: none"> • Maximise spectator viewing area for the 50m competition pool. • Utilise grass bank in conjunction with a complimentary shade strategy to maximise the capacity to utilise the area closest to the competition pool. 	<ul style="list-style-type: none"> • Formalised grandstands are not viewed as a priority. • Number of carnivals conducted at the facility does not warrant any significant investment.
6	Major attractors	<ul style="list-style-type: none"> • Install aquatic attractors to the facility. • Options to be considered as attractors include, but are not limited to, the following: <ul style="list-style-type: none"> ▶ Flow rider; ▶ Water slides; ▶ Water playground; ▶ 'Lazy River'; ▶ Waterfall; ▶ Spa; and ▶ Walking lanes. 	<ul style="list-style-type: none"> • Provide programmable attractions that prolong user visits and attract return usage. • Flexibility to constantly review the activities that are offered to patrons. • Create a range of activity options that do not currently exist at the facility.
7	Multipurpose community/ club room facility	<ul style="list-style-type: none"> • Construct a 140sqm multipurpose community/club room, incorporating: <ul style="list-style-type: none"> ▶ Kitchen (10sqm); ▶ Cool room (servicing bar and kitchen); ▶ Bar servery (5sqm); ▶ Community storage areas (4 x 5sqm); and ▶ Office areas for swimming club and Water Polo 	<ul style="list-style-type: none"> • No club amenities currently exist at the facility. • Integral strategy to remove the consumption of alcohol from the pool deck in accordance with the safe practices and duty of care conditions outlined in the Health Department regulations.

		<p>Association (2x 15sqm).</p> <ul style="list-style-type: none"> • Air-conditioned. • Good viewing of the main 50m pool, in particular the area of the pool used for water polo and competition swimming. • Access to the room can be gained from either an internal or external entrance. • Create licensed area away from pool area in accordance with Health Department of Western Australia regulations. 	<ul style="list-style-type: none"> • Multipurpose/club room facility could meet the needs of the two major aquatic-based sporting clubs in Port Hedland. • Provide a space that is useable as a crèche. • Offers resident clubs an area in which they are able to display memorabilia. • The facility would be designed so that it can be incorporated within or segregated from the activities in the aquatic centre. • The space could provide an ideal training space for a variety of users, such as the YMCA, sporting clubs, Auswim, Red Cross etc. • Meet identified need for community facility that could be accessed by a number of South Hedland groups.
8	Solar heating of pool water	<ul style="list-style-type: none"> • Heat the pool water using solar heating. 	<ul style="list-style-type: none"> • The pool is currently unheated and therefore operates on a seasonal basis only. • Would extend the length of the season that the facility can be accessed by the community.
9	Re-align perimeter fencing	<ul style="list-style-type: none"> • Change the perimeter fencing in order to provide enhanced capacity to monitor. • Perimeter fencing will comply with Australian Standard 1926.1 and shall be no less than 2.4m in height. 	<ul style="list-style-type: none"> • Amendments to perimeter fencing will be dependent on overall facility changes.

10	Equipment storage	<ul style="list-style-type: none">Swimming club require a storage area of 20sqm for equipment (Currently exists but needs to be retained).Water polo club requires equipment storage areas of 20sqm (Arrangements in place but need to be formalised).	<ul style="list-style-type: none">The clubs currently have access to storage on the site.Enhanced storage could be provided in the event of amendments being made to the facility.
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Appendix 1

1.1 Consultation Meetings

N/O	Representative	Organisation	Date
1	David Toll Executive Director	WA Swimming	2 September
2	Hayley Lethlean Executive Officer	Triathlon Western Australia	9 September
3	Tony Head – Executive Officer	LIWA Aquatics	2 September
4	Simon Trevardis	WA Water Polo	
5	Les Lazarakis - Manager	Department Education and Training	2 September
6	Chris Retallack – Centre Manager	YMCA	7 September
7	Ben Holland- Area Manager	YMCA	7 September
8	Kelly Furhman- Active After Schools Coordinator	Australian Sports Commission	7 September
9	Carmel Fitzgerald – PE Coordinator	Port Hedland Senior High School	7 September
10	Steven Smirke – (former President)	Port Hedland Water Polo Association	7 September
11	Kylie Armstrong - PE Teacher	Cassia Primary School	7 September
12	Sue Smith - PE Teacher	Cassia Primary School	7 September
13	David Howell – PE Teacher	South Hedland Primary School	7 September
14	Jackie Rychers - President	Port Hedland Triathlon Club	7 September
15	<ul style="list-style-type: none"> • Bec Pianta- Manager Recreation Services • Nicole Roukens – Recreation Officer • Richard Bairstow –Manager Planning • Josephine Bunny- Administration Officer Airport. • Sarah Cunningham – JD Hardie Centre Supervisor. • Jess Will – Environmental Health Assistant 	Town of Port Hedland	8 September
16	Sue Murphy	Representative of Indigenous community	9 September
17	Sharon Bell – President	Port Hedland Swimming Club	9 September
18	Amanda Ramshaw – Deputy Principal	Saint Cecilia's Primary School	9 September
19	Gina Englelke – Physical Education Teacher	Port Hedland Primary School	9 September
20	Aaron Grant – Project Manager	LandCorp	14 September
21	Rod Dixon - Director	RPS Koltasz Smith	14 September

Appendix 2

2.1 Findings - Stakeholder Consultation

Active After Schools Program Cassia Primary School (Australian Sports Commission)			
Members	Usage	Facilities used	Satisfaction
30 participants	<ul style="list-style-type: none"> Tuesday and Thursday 2.45 pm to 3.45 pm. One lane of 50m pool, plus half of the learners' pool. 		Not applicable
<u>Comments</u>			
<ul style="list-style-type: none"> Currently available space is meeting the needs of the program. Active afterschool programs would like to have more schools participating. 			
Port Hedland Water Polo Association			
Members	Usage	Facilities used	Comments
<ul style="list-style-type: none"> 70 senior 20 junior 	Monday to Thursday-training, 5.00pm to 7.00pm. Competition Friday nights 6.00pm to 10.00pm.	Two lanes - 50m pool. Full water polo pool.	Association rates the facilities at both Gratwick and South Hedland Aquatic Centre as being satisfactory.
<u>Comments</u>			
<ul style="list-style-type: none"> Water Polo Association uses both Gratwick and South Hedland pools – with Gratwick being a training only facility. Access to the pool facility meets the clubs requirements. No anticipated growth: 2012 – 100 and 2014 – 100. Would ideally like to replace current facility with indoor pool facility. Seasonal opening of the facility in early September would be the association's preference. Relocation of bar facility for greater integration with pool area. Would like to have access to a club room area where club memorabilia can be displayed and for there to be documentation of the association's history. Association has the capacity to contribute to some of the costs of upgrading of the facilities. 			

Port Hedland Swimming Club			
Members	Usage	Facilities used	Satisfaction
<ul style="list-style-type: none"> 70 members 	<ul style="list-style-type: none"> 3 to 4 afternoons per week training – at both Gratwick and South Hedland. Training sessions are two hours in duration. One club night per week (Monday night). 	<ul style="list-style-type: none"> Preferably 3 lanes. 	<ul style="list-style-type: none"> TBA.
<ul style="list-style-type: none"> Membership is limited by availability of coaches. Club hosts one intra club event each year in mid-November (Wickham, Karratha and Pannawonica). Club currently has a shed at the facility primarily for storage. There is an ongoing need for storage by the club. 50m water space is considered essential by the club, more importantly they would not want to lose the South Hedland Aquatic Centre as it is 8 lanes as opposed to the 6 lanes at Gratwick. Provision of a short-course option at South Hedland is not a preferred option if it is at the expense of the 50m pool. Club would use multi-purpose space if it was available as a club room space. (Club has been approached by the YMCA to be able to access the existing storage area as a training room). Shade at the pool needs to be reviewed; swimmers and timekeepers are exposed to the sun at either end of the pool. Kiosk and cashier areas should be separated; entry into pool can be hindered by people making purchases at the kiosk. A space (office) for club administration would be beneficial to the operation of the club. External access to a P/A system. 			

YMCA			
Members	Usage	Facilities used	Satisfaction
Aqua aerobics (234p/a)	3 lanes Wednesday night.	Capacity for the programs to grow.	Not currently experiencing usage restrictions.
Swimming Lessons (2073 entries)	Tuesday and Thursday 3.30pm to 6.00pm. One lane Thursday 8.30am to 1.00pm (infants).		
<p><u>Comments</u></p> <ul style="list-style-type: none"> The YMCA has recently had a change of management in Port Hedland and all programming of the aquatic facilities is under review. List of facility projects has been collated by the YMCA. 			

Port Hedland High School			
Members	Usage	Facilities used	Satisfaction
Not applicable	No specific.	Water polo - school pool is not adequate.	Satisfied with the facility.
<u>Comments</u>			
<ul style="list-style-type: none"> Booked on and as needs basis. School pool meets a majority of the needs. 			

Port Hedland Triathlon Club.			
Members	Usage	Facilities used	Satisfaction
TBA	No specified or allocated training time.	No specific comment provided on the pool.	No comment.
<u>Comments</u>			
<ul style="list-style-type: none"> Club does not conduct any triathlons in South Hedland - club officials are based in Port and the surroundings in Port are more conducive to events. Triathlons are conducted approximately every two weeks. Events are hard to run in South Hedland with the weekend opening times for the facility (not open early morning). Club sees potential in focusing some of their growth on attracting the FIFO market as they are a sport that can meet the needs of people who are not settled in one location. Club is currently rebuilding its membership. 			

Department for Education and Training (Primary Schools-various)			
Members	Usage	Facilities used	Satisfaction
No usage since 2008	Primary schools have minimal use of the South Hedland Aquatic Centre. Annual carnivals and inter-school carnivals are booked on an as needs basis.	Use all elements of the pool for carnivals.	No specific comments provided.
<u>Comments</u>			
<ul style="list-style-type: none"> The inclusion of swimming as part of all school curriculum is minimal due to a lack of teachers and the cost of transport. Swimming carnivals that are conducted are based primarily on a tabloid games format, as opposed to formal swimming competition format, due to the generally low skill level of the students. 			

Appendix 3

1.1 Consultation with Peak Bodies

Person /Position /Organisation	Comments
David Toll Executive Officer WA Swimming	<ul style="list-style-type: none"> • WA Swimming does not currently have a strategic facilities plan. • Have greatest interest in ensuring an even spread of facilities and minimising duplication of facilities. • Advocate for a variety water body options (i.e. would like to see short course water space as an option). • Port Hedland club is not strong at the current time.
Tony Head CEO LIWA Aquatics	<ul style="list-style-type: none"> • LIWA is supportive of regional local authorities prepared to investigate options to retain and upgrade their aquatic facilities. • Port Hedland pool is well known to LIWA Aquatics – well maintained facility, despite its harsh climatic environment, offers excellent teaching pool. • LIWA are very aware that there is a need for certain sized facilities to meet the needs of specific communities. • Would emphasise that it is imperative for the mechanical fit out to be of the highest quality, will have long-term benefits.
Les Lazarakis Manager Department for Education and Training (Water Safety and Education)	<p>General</p> <ul style="list-style-type: none"> • School children Years 1 to 7 are entitled to a series of 10 free swimming lessons per year as part of the in-term swimming program (includes private schools). • Department of Education and Training are responsible for meeting the costs of teachers at the aquatic facilities, the school are responsible for pool entry and transport to the facility. • Ideal depth for aquatic centres for teaching is 0.9 to 1.5 – variations of this are possible but there must be at least some part of the pool that is 0.9. <p>S.H.A.C specific</p> <ul style="list-style-type: none"> • Requirement for disabled access to the pool. • Pool surrounds need to be a wet deck. • Need for more cover in the outside area (near the ablutions block for the participants bags etc). • The return drain in the toddlers' pool is in the centre and slightly raised, this is a hazard for young children (children also push rubbish through the grate). • Toddlers' pool needs to be redesigned.
Simon Tiverios Chief Executive Officer WA Water Polo	<ul style="list-style-type: none"> • Response from WA Water Polo is attached (see attachment 1)

<p>Hayley Lethlean Executive Officer</p> <p>Triathlon WA</p>	<ul style="list-style-type: none"> • Triathlon WA is the state sporting association recognised as the peak body for the sports of triathlon, duathlon and aquathlon in Western Australia. • Triathlon WA acknowledges the efforts of the Hedland Tri-Sports Club in developing the sport in Port Hedland with a lack of open water for training and competition purposes. • Triathlon WA has no key strategic position on the development of maintenance of facilities. However, the association is supportive of the development and maintenance of facilities that are integral to the progression of the sport in a regional area such as Port Hedland. • Triathlon WA anticipates that all of its members will have access to the following. <ul style="list-style-type: none"> • Quality safe aquatic facilities for training. • Quality aquatic facilities for events where access to open water may not be available. • Access to safe public open space for training and organised competition. • Access to safe roads and tracks for training and organised competition. • Triathlon WA welcomes the opportunity for future consultation regarding the development and management of the South Hedland Aquatic Centre.
<p>Aaron Grant Project Manager</p> <p>LandCorp and Rod Dixon Director</p> <p>RPS Koltasz Smith</p>	<ul style="list-style-type: none"> • The meeting included a presentation of the LandCorp South Hedland Town Centre Master Plan by RPS Koltasz Smith & LandCorp. <ul style="list-style-type: none"> ➢ Potential development interface with the SHAC site. ➢ Review of overall town centre development objectives. ➢ Proposed traffic objectives. ➢ Structure planning, opportunities. ➢ Integrated public parking. ➢ Overview of the redevelopment options for the SHAC facilities.

Appendix 4

1.2 Community Consultation

A small survey sample provided clear feedback with regards to the usage of the facility by patrons and their opinions on the quality of the facilities provided at the South Hedland Aquatic Centre.

Users of the facility have a tendency to use it on a consistent basis, with 31% attending the centre either four to six times per week or two to three times per week, and 12.5% of users attending on a daily basis. There is a strong tendency towards sport as the major reason for their attendance, with 61.9% attending to swim, while 33% have identified water polo as the major reason for visiting the facility. Less than 5% indicated they attended primarily for social or casual reasons.

The feedback on patrons' usage and level of satisfaction with the facilities at the South Hedland Aquatic Centre provides a clear understanding as to the facilities that people use and how they feel they could be enhanced. The following points are noted.

- ▶ 66% of users of the 50m pool attend more than weekly, with 13% attending on a weekly basis.
- ▶ 66% of patrons to the facility never use the 'learn to swim' or toddlers' pools.
- ▶ 36.3% of patrons who use the change room facilities do so on a greater than weekly basis.
- ▶ 66% of facility patrons utilise the basketball and playground facilities.
- ▶ 73% of users of the 50m pool rate the quality of the facility as good.
- ▶ 54% of users consider the quality of the change rooms as satisfactory, while 45% consider them as good.
- ▶ 18% of users feel that the quality of the half court basketball facility and the BBQ are poor.

Following are areas of the facility that users would like to see improve.

- ▶ Of the users of the 50m pool 28.5% would like to see an extension to the hours of operation; 21% feel the cleanliness of the pool could be enhanced; and 21% feel there should be an improvement to the quality of the programs provided.
- ▶ 29% would like to see the quality of the kiosk building enhanced.
- ▶ 29% would like to see the half court basket ball facility and BBQ enhanced.
- ▶ The cleanliness and condition of the change room facilities are not identified as being a concern to users, with only 14% identifying these as issues.

Following is a breakdown of respondents to the survey.

- ▶ 43.7% of respondents are in the 45-59 age group and 37.5% are in the 15-19 age group.
- ▶ 87% of respondents are residents of South Hedland.

- ▶ The length of time respondents have been residents of Port Hedland is as follows: 43.7% have lived in Port Hedland for 10 years or more; 25% have been residents for between two to five years; and 18.7% of residents for less than two years.
- ▶ 25% live alone, while couples without children and couple with pre-school children both represent 18.7% of respondents.

The following comments are provided as part of the overall community consultation process.

- ▶ Increase the hours of operation - provide access during the dry season.
- ▶ Open the facility earlier each day.
- ▶ Improve the quality and increase the size of the basketball court.
- ▶ Increase the hours of operation so that the facility can be used at night
- ▶ Secure the playground area by putting a fence around it.
- ▶ Cleanliness of the pool facilities needs to be enhanced.

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Town of Port Hedland Priorities:

Stage 1:

- Upgrade of 50m competition pool
- New plant room and filtration system
- New spectator stand
- Upgrade to existing change rooms

Stage 2:

- New leisure water and programmes pool
- New administrator/staff facilities/café-kiosk
- Covered decks, covered walkways and shade structures

Stage 3:

- Water rides
- Clubrooms
- Creche
- Additional shade structures

Stage 4

- Community Library
- Function Centre



11.4 Governance and Administration**11.4.1 Finance and Corporate Services****11.4.1.1 *Interim Financial Reports to Council for Period Ended 31 August 2010 (File Nos: FIN-008, FIN-014 and RAT-009)***

Officer Lee Crombie
Finance Officer

Date of Report 15 September 2010

Disclosure of Interest by Officer Nil

Summary

The objective of this item is to present a summary of the interim financial activities of the Town to 31 August 2010, and to compare this with that budgeted for the period. With regard to the Town's Utility and Fuel Costs, a comparison is made with 2009/10. The reports are considered to be interim as the Finance Department is still in the process of raising accruals for the 2009/10 Financial year that will affect the actual for July 2010.

Background**1. *Interim Financial Statements***

Presented (see attachments) in this report for the financial period ended 31 August 2010, are the:

- Statements of Interim Financial Activity – see Schedules 2 to 14;
- Notes (1 to 10) to and forming part of the Statements of Interim Financial Activity for the period ending 31 August 2010;
- Review of Transaction Activity.

Note: Interest Rates for investments are selected from those provided from the following financial institutions: National Australia Bank, BankWest, Commonwealth Bank, AMP, Westpac Bank, Big Sky, Citigroup and the Australian and New Zealand Bank.

2. *Utility and Fuel Costs*

Presented in graph form (see attached), is the 2010/11 monthly water, power and fuel costs compared with 2009/10.

3. *Schedule of Accounts Paid*

The Schedule of Accounts paid (see attachment) under delegated authority as summarised below, and which is submitted to Council on 22 September 2010 for receipt, has been checked and is fully supported by vouchers and invoices which have been duly certified as to the receipt of goods and rendition of services, and verification of prices, computations and costs.

Voucher No's		Value \$	Pages		Fund No.	Fund Name	Description
From	To		From	To			
CHQ19840	CHQ19903	\$115,658.58	1	8	1	Municipal Fund	
EFT30863	EFT31190	\$1,771,390.01	8	64	1	Municipal Fund	
CMS090810	CMS090810	\$192.39	65	65	1	Municipal Fund	Photocopier lease - Engineering
PAY100810	PAY100810	\$312,224.79	65	65	1	Municipal Fund	
PAY240810	PAY240810	\$315,526.26	65	65	1	Municipal Fund	
BOQ270810	BOQ270810	\$891.10	65	65	1	Municipal Fund	Finance Equipment
NMF020810	NMF020810	\$1,244.32	8	8	1	Municipal Fund	Photocopier lease x2 - Civic centre
NMF060810	NMF060810	\$284.57	65	65	1	Municipal Fund	Photocopier lease x1 - Comm Dev (airport)
CAL160810	CAL160810	\$6,344.43	65	65	1	Municipal Fund	Depot Caltex Purchase
	Municipal Total	\$5,927,737.43					
3001950	3001954				3	Trust Fund	Cheques cancelled
3001955	3001967		65	67	3	Trust Fund	
3001968	3001968				3	Trust Fund	Cheques cancelled
3001969	3001969		67	67	3	Trust Fund	
3001970	3001970				3	Trust Fund	Cheques cancelled
3001971	3001978	\$45,755.81	67	68	3	Trust Fund	
	Trust Total	\$45,755.81					
	Sub-Total	\$2,569,512.26					
	LESS: one-off pays	-					
	Total	\$2,569,512.26					

Consultation

Nil

Statutory Implications

Financial Statements

Regulation 34 of the Local Government (Financial Management Regulations), states as follows:

“34. Financial activity statement report - s. 6.4

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail:
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
 - (b) budget estimates to the end of the month to which the statement relates;*
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) the net current assets at the end of the month to which the statement relates.**
- (2) Each statement of financial activity is to be accompanied by documents containing:
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) such other supporting information as is considered relevant by the local government.**
- (3) The information in a statement of financial activity may be shown:
 - (a) according to nature and type classification;*
 - (b) by program; or*
 - (c) by business unit.**
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be:
 - (a) presented to the council:
 - (i) at the next ordinary meeting of the council following the end of the month to which the statement relates; or*
 - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting;*and*
 - (b) recorded in the minutes of the meeting at which it is presented.**
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.*

In this regulation:

“committed assets” means revenue unspent but set aside under the annual budget for a specific purpose;

“restricted assets” has the same meaning as in AAS 27.

Section 6.12 of the Local Government Act 1995 (Power to defer, grant discounts, waive or write off debts) states:

- “(1) Subject to subsection (2) and any other written law, a local government may –*
- (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money;*
 - (b) waive or grant concessions in relation to any amount of money; or*
 - (c) write off any amount of money, which is owed to the local government.*
- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.”*

Policy Implications

2/003 Financial Statements – Copies for Councillors

Apart from the financial reports presented to Council as required by way of legislation, the following reports will be presented to Council:

- Monthly
 - Bank Reconciliation of the Municipal, Reserve and Trust Fund
 - +90 day outstanding Sundry Debtors Report
 - List of Accounts paid under Delegated Authority
 - Register of Investments
 - Rate Summary Trial Balance
 - Reserve Account Balances
- Quarterly
 - Quarterly Budget Review
 - Report on all Budgeted Grants of \$50,000 or more.

Irregular Financial reports will be presented to Council on request.

Strategic Planning Implications

Key Results Area 5 Environment
Goal 2 Natural Resources
Strategy 1. Continue to monitor and report on the level of Council's energy, fuel and water use.

Budget Implications

At the Special Meeting held on 7 July 2010, Council resolved to adopt item 6.1.1.1 '2010/2011 Budget Adoption' en block, which included Recommendation 13 as follows:

“Recommendation 13

That Council adopts the following percentage or dollar value for determining and reporting material variances as follows:

- 1. 10% of the Function amended budget; or*
- 2. \$100,000 of the Function amended budget*
whichever is the lesser, for the following categories of revenue and expenditure:
 - a. Operating Revenue*
 - b. Operating Expenditure*
 - c. Non-Operating Revenue*
 - d. Non-Operating Expenditure”*

Officer’s Comment

For the purpose of explaining Material Variance (Expense/Revenue Up or Down, and see attachment Schedule 2) a three-part approach was taken:

Period Variation

Relates specifically to the value of Variance between the Budget and Actual figures for the period of the report.

Primary Reason

Identifies the primary reasons for the period Variance. As the report is aimed at the higher level analysis, minor contributing factors are not reported.

Budget Impact

Forecasts the likely \$ impact on the Amended Annual Budget position. It is important to note that figures in this part are ‘indicative only’ at the time of reporting, and that circumstances may subsequently change.

Attachments

- Page 1–2 of 16. Schedule 2 being a Statement of Interim Financial Activity
- Pages 3 to 16. Notes 3 to 11 which form part of the Statements of Interim Financial Activity. Also Note 10 – August 2010 Bank Reconciliations.
- Pages 17 to 70. Detailed Interim Financial Activity by Program.
- Comparison Between 2010/11:2009/10 Utility & Fuel Costs
- August 2010 Accounts for Payment

201011/110 Council Decision/Officer’s Recommendation

Moved: Cr A A Carter

Seconded: Cr D W Hooper

That Council:

- i) notes the:
 - a) Statements of Interim Financial Activity (represented by Schedules 2 to 14);**
 - b) Notes (1 to 11) to and forming part of the Statements of Interim Financial Activity for the period ending 31 August 2010; and**
 - c) Review of Transaction Activity, as attached and/or presented be received;****
- ii) notes the graphic representation of the Town's energy, water and fuel use as attached be received; and**
- iii) notes the list of Accounts paid during August 2010 under Delegated Authority, as presented and/or attached be received.**
- iv) notes the final Financial Reports will be available after the year end audited accounts are signed off by the Towns' auditors.**

CARRIED 8/0

11.4.1.2 Rates Concession for Assessment A128990, Pippingarra Station (File No.:128990G)

Officer	Tara Ritchie Senior Rates Officer
Date of Report	14 September 2010
Disclosure of Interest by Officer	Nil

Summary

The purpose of this report is for Council to consider a rates exemption application received from The Mugarinya Community Association, for rates levied during the 2009/2010, 2010/2011 financial year and future years for Lot 202 Forrest Location – Pippingarra Station.

Background

Mugarinya Community Association leases the abovementioned parcel of land from The Aboriginal Land Trust. For numerous years there has been confusion as to who is responsible for the rates associated with this parcel of land. Both the Aboriginal Lands Trust and Mugarinya Community Association have paid the rates previously however the rates have remained unpaid from 2009/2010 onwards.

In February 2010 Council adopted a Community Rating Policy to assist Council in determining rates concessions in the future using a more consistent approach. One of the provisions outlined in the policy was that:

“Applications must be submitted by 1 of June of any year to be considered for the next two financial years. Applications lodged after this date may be considered for the second financial period only.”

When Council adopted the Community Rating Policy all known community groups were provided the opportunity to make an application for a rates concession as per Council Policy. At the time, this particular group was not recognized and therefore did not receive any formal notification from Council regarding the new Policy.

As stated in the letter attached, Mugarinya Community Association did not apply for the exemption prior to 2009/2010 because they were assured by the ALT that the rates payments on ALT lands were exempt.

The Mugarinya Community is an ATO registered Public Benevolent Institution. The station was destocked in 2007 and little income has

been generated. The small amount of income has been redirected into maintaining infrastructure.

Please see attached Rates Exemption application, Certificate of Incorporation, ATO PBI and tax status and the latest financials for The Mugarinya Community Association for Councils attention when considering the rates exemption.

Consultation Nil

Statutory Implications

Local Government Act 1995

6.47. Concessions

Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.*

**Absolute majority required.*

Policy Implications

Policy 2/011 Community Rating Policy

Strategic Planning Implications Nil

Budget Implications

Rates Concessions directly impact the amount of rates Council raise to fund its services, activities and projects. Based on the application received, Council has been requested to provide concession to the value of \$8,046.87 which is the total rates and charges for the 2008/2009, 2009/2010 and 2010/2011 financial years, along with approximately \$4,000 in the 2011/2012 financial year depending upon approved rate increases.

Year	Amount
2008/09*	\$16.24
2009/10	\$4,301.63
2010/11	\$3,729.00
TOTAL	\$8,046.87

*Note that this is penalty interest that has not been paid.

Officer's Comment

Providing rating concessions can be difficult as Council need to ensure that they are providing concessions to much needed community, recreational and/or welfare groups and providing an equitable rate burden for all ratepayers.

The ratepayer has provided all documentation required as outlined in Council's Community Rating Policy. They have also proven "Charitable Status" from the Australian Tax Office.

The following two options are available to Council:

1. That the application be accepted; or
2. That the application be refused for the 2009/10 and 2010/11 financial years and be reconsidered as part of the Budget Process for the 2011/12 financial year.

Approving this exemption for one community group when all community groups were provided the opportunity to assist in developing the Policy may be poorly perceived by other groups who were required to submit their applications prior to 1 June in line with the Policy.

Council is also advised that although community groups were identified and information distributed to them in relation to the new process and Policy, the Mugarinya Community Association was not recognised as a community group at that time, and therefore did not receive the information.

Council could decide that even though the application is late and contravenes Policy, the application be accepted on the basis the ratepayer did not fully understand they were required to complete an application to be exempt from rates. The confusion on who was liable for rates has only recently been resolved and in the future all applications should be submitted on time and in line with Council's Policy.

Attachments

1. Application for Rates Exemption
2. Letter from Mugarinya Community Association
3. ATO Details
4. Financial Statements
5. Certificate of Incorporation

Officer's Recommendation

That Council:

1. Approve a 100% rates exemption for the 2009/2010, 2010/2011 and 2011/2012 financial years;

OR

2. Not approve the application for a rates exemption for the 2009/2010 and 2010/11 financial years and advise the Mugarinya

Community Association that they can apply for an exemption of rates as part of the 2011/12 Budget Process.

201011/111 Council Decision

Moved: Cr A A Carter

Seconded: Cr S Martin

That Council not approve the application for a rates exemption for the 2009/2010 and 2010/11 financial years and advise the Mugarinya Community Association that they can apply for an exemption of rates as part of the 2011/12 Budget Process.

CARRIED 5/3

Record of Vote:

FOR	AGAINST
Cr S R Martin	Cr G J Daccache
Cr A A Carter	Cr J Gillingham
Mayor Kelly Howlett	Cr S J Coates
Cr D W Hooper	
Cr M Dziombak	

APPLICATION FOR RATES EXEMPTION

Section 6.26 of the *Local Government Act 1995*



Privacy

The personal information collected on this form will only be used by the Town of Port Hedland for the sole purpose of providing requested and related services. Information will be stored securely by the Town and will not be disclosed to any third parties without your express written consent.

Instructions: Please print clearly in the spaces provided and fill out the attached checklist.

This application form is to be used by organisations seeking a rates exemption, pursuant to Section 6.26 of the *Local Government Act 1995*. The provision of this exemption will result in a decision to be prepared, and you will be advised of the outcome in due course. Please attach any additional documents requested, as failure to do so may result in the application being refused.

1. PROPERTY OWNER DETAILS

Organisation:	MUGARINYA COMMUNITY ORGANISATION		
Property Owner:	ABORIGINAL LANDS TRUST		
Postal Address:	P. O. Box 270 PORT HEDLAND		
Telephone:	08 92974700	Postcode:	6721
Mobile:	0422 889 871	Facsimile:	08 92974711
Email:	PilbaraAccounting@bigpond.com.au		

2. APPLICANT DETAILS

Contact Person:	SAM CAUTI		
Position Title:	ACCOUNTANT		
Postal Address:	PO Box 2039		
Telephone:	08 92974700	Postcode:	6069
Mobile:	.	Facsimile:	08 92974711
Email:			

TOWN OF PORT HEDLAND Civic Centre, McGregor Street, Port Hedland
 Telephone: (08) 9158 9300 Fax: (08) 9158 9399
 PO Box 41, PORT HEDLAND WA 6721 Email: council@porthedland.wa.gov.au

3. PLEASE ANSWER THE FOLLOWING QUESTIONS BY TICKING THE APPROPRIATE BOX

YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Are you the owner or lessee and occupier of the land with the rate notice being issued in the organisation's name?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is your organisation an Incorporated body? If so, please provide the certificate of incorporation.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is your organisation considered not for profit?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Are you a not for profit organisation that undertakes particular sporting, community or recreational activities for the benefit of juniors and rely on player fees and community fundraising only?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Are you a not for profit organisation that undertakes particular sporting, community or recreational activities and charge entrance fees for viewing or participating?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Are you a not for profit organization that undertakes particular sporting, community or recreational activities and hold a liquor license?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is the organisation considered a Public Benevolent Institution for taxation purposes? If so, please provide the relevant Taxation information.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Does the organisation own or lease the rateable land? (If leased, is the lessee responsible for rates under the lease agreement)? If so, please provide a certificate of the lease.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is the organisation exempt from the payment of rates under Legislation other than the Local Government Act? If so, please provide details of the specific Legislation.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Is your organization applying for a 50% rates exemption? or
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is your organization applying for a 100% rates exemption?

4. DOCUMENT REQUIREMENTS


Please provide a copy of (in addition to those specified in Section 3):

- Organisation's Constitution
- Written statement, outlining the nature of the organisation's operations. It should include the following details:
 - Use and occupancy of the property
 - Type of service provided (e.g. food, accommodation etc)
 - Frequency of service provision (e.g. full-time, daily, weekly etc)
 - Whether payment is received for the service
- Floor plan of the leased property area, if only part of the property is to be exempt
- Copies of the current years audited financial or other statements for the organisation to the satisfaction of Council.

TOWN OF PORT HEDLAND Civic Centre, McGregor Street, Port Hedland
 Telephone: (08) 9158 9300 Fax: (08) 9158 9399
 PO Box 41, PORT HEDLAND WA 6721 Email: council@porthedland.wa.gov.au

5. AUTHORISATION

- By signing this application, I hereby certify that the information provided is true and correct to the best of my knowledge.
- I understand that Applications must be submitted by 1 June of any year to be considered for the next two financial years. Applications lodged after this date may be considered for the second financial year only.
- Organisations who are granted a rates exemption by Council will be asked to reapply every two financial years, or on a yearly basis, if Council considers this appropriate.
- I have read and understand the Town's *Rates Exemption Policy*.

Name:	SAM CLALATI.		
Position:	ACCOUNTANT		
Organisation:	MUGARINYA COMMUNITY ASSOCIATION		
Signed:		Date:	21-8-2010

TOWN OF PORT HEDLAND Civic Centre, McGregor Street, Port Hedland
Telephone: (08) 9158 9300 Fax: (08) 9158 9399
PO Box 41, PORT HEDLAND WA 6721 Email: council@porthedland.wa.gov.au



Mugarinya Community Association Inc.

ABN 57 841 881 050

P.M.B. 3
SOUTH HEDLAND 6722
TELEPHONE: (08) 9176 4950
FAX: (08) 9176 4957
EMAIL: mugarinya1@bigpond.com

Councillors
Port Hedland Council
McGregor Street
PORT HEDLAND WA

Rate notice A128990 Pippingarra Station

Dear Councillors

The Mugarinya Community Association is seeking an exemption from the rates levied during the 09/10 year and future years, for the following reasons;

The Community has never paid rates on this pastoral station, and it is our understanding that the rates were paid by the ALT last year for the first time.

The Community is an ATO registered PBI, and is exempt from rates. The community has not applied for the exemption in 09/10, because it was assured by the ALT that these rates payments on ALT lands were exempt.

The Community's only funding is from government grants which do not allow for this type of expenditure.

The Community has not operated this station as a pastoral station for a number of years, and destocked the station in 2007. Therefore no income is derived from the station.

The other pastoral activities have only allowed for a small amount of income to be redirected into maintaining infrastructure.

Please find attached the certificate of incorporation, the ATO PBI and Tax status, latest financials, and the filled out exemption report for future years.

Please contact either Sam Galati on 08 92974700, or Sai Lim on 08 9176 4883 for further clarification.

Yours faithfully

Tony Taylor

Chairperson

Mugarinya Community Association Inc.

Mugarinya
Co-ordinator
Tel: (08) 9176 4821

Yandeyarra Store
Tel: (08) 9176 4966
Fax: (08) 9176 4966

Centrelink
Tel: (08) 9176 4893
Fax: (08) 9176 4817

Current details for 57 841 881 050

This extract is based on information supplied by businesses to the Registrar of the Australian Business Register. Neither the Registrar nor the Federal Government guarantee this information is accurate, up to date or complete. Consider verifying this information from other sources.

ABN: 57 841 881 050

[View ABN history](#)

Last modified: 03 Nov 2009

ABN status: Active from 13 Jun 2000

Entity name: MUGARINYA COMMUNITY ASSOC INC

Entity type: [Other Unincorporated Entity](#)

GST registration status: Effective from 01 Jul 2000

Main business location

State: WA

Postcode: 6722

Trading name(s)

MUGARINYA COMMUNITY ASSOCIATION INC

Other registrations

Tax Concession status: **MUGARINYA COMMUNITY ASSOC INC**, a [Public Benevolent Institution](#), is endorsed to access the following [tax concessions](#):

Tax concession	From
GST Concession	01 Jul 2005
FBT Exemption	01 Jul 2005

Income Tax Exemption 01 Jul 2000

Deductible Gift Recipient: **MUGARINYA COMMUNITY ASSOC INC** is endorsed as a Deductible Gift Recipient from **01 Jul 2000**. It is covered by [item 1](#) of the table in section 30-15 of the *Income Tax Assessment Act 1997*.

Important: Please read [Deductible Gift Recipient \(DGR\)](#) information before making a gift.



MUGARINYA COMMUNITY

ASSOCIATION INC

FINANCIAL STATEMENTS

FOR YEAR ENDED 30 JUNE 2009

Prepared by PILBARA ACCOUNTING SERVICES

MUGARINYA COMMUNITY ASSOCIATION INC**INDEX**

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MUGARINYA COMMUNITY ASSOCIATION INC

STATEMENT BY MEMBERS OF THE COMMITTEE

We, the committee of the above association declare that:-

- a) All funding received was spent for the purpose of the activity and in accordance with this Agreement and that we have complied with this agreement
- b) Salaries and allowances paid to persons involved in the activity are in accordance with any applicable award or agreement in force under any relevant law on industrial or workplace relations.
- c) Unless the activity period has expired or the agreement has been terminated, the unspent portion of the funds (if any) are available for use within the next reporting period.
- d) The financial information is presented in accordance with any other financial reporting requirements We may notify to you.
- e) Where an Asset has been acquired with funds, that paragraphs 6.5 (d)and(g) have been complied with in respect to the asset, and
- f) At the time the report or financial report is provided to us, we are able to pay all our debts as and when they fall due and we have sufficient resources to discharge all your debts at the end of the current financial year.
- g) The Committee has no ongoing current liability under a legal commitment or agreement

<u>Name of Committee Member</u>	<u>Signature</u>	<u>Date</u>
<u>Tony Taylor</u>	<u>Taylor</u>	<u> / / </u>
<u>Grace Ellery</u>	<u>Grace Ellery</u>	<u> / / </u>
<u>Harry Norman</u>	<u>Harry Norman</u>	<u> / / </u>
<u>Leslie Nelson</u>	<u>Leslie Nelson</u>	<u> / / </u>
<u>PAULINE MONAGHAN</u>	<u>P. Monaghan</u>	<u> / / </u>
<u>JAMIE COPPIN</u>	<u>JAMIE COPPIN</u>	<u> / / </u>
<u>SHARON CAPTAIN</u>	<u>Sharon Captain</u>	<u> / / </u>
<u>JULIANNE WILLIAMS</u>	<u>Julianne Williams</u>	<u> / / </u>

MUGARINYA COMMUNITY ASSOCIATION INCSTATEMENT BY MEMBERS OF THE COMMITTEE

The committee has determined that the association is not a reporting entity and that this special purpose financial report has been prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

We, the committee of the above association declare that:-

- (1) The governing committee and the association have complied with the obligations imposed by the Associations Incorporations Act (WA) and the regulations and rules of the association's constitution during the financial year ended 30 June 2009 except as detailed in the Auditor's Report.
- (2) The Statement of Financial Position and Income Statement are based on proper accounts and records and are in agreement with those accounts and records and presents a true and fair view of the financial position of Mugarinya Community Association Inc. as at 30 June 2009 and its performance for the year ended on that date.
- (3) Grant monies expended by the association during the financial year have been applied for the purposes specified in the relevant letters of offer and the association has complied with the terms and conditions relating to grants received, except as detailed in the Auditor's Report.
- (4) Grant assets costing more than \$ 5,000 acquired with grant funds have adequate insurance cover (except as detailed in the Auditor's Report) with an approved insurer and have been recorded in the asset ledger.

<u>Name of Committee Member</u>	<u>Signature</u>	<u>Date</u>
<u>Tony Taylor</u>	<u>Taylor</u>	<u>1 1</u>
<u>Grace Ellery</u>	<u>Grace Ellery</u>	<u>1 1</u>
<u>MARCY NORMAN</u>	<u>MARCY NORMAN</u>	<u>1 1</u>
<u>Leslie Nelson</u>	<u>LESLIE Nelson</u>	<u>1 1</u>
<u>PAULINE MONAGHAN</u>	<u>P. Monaghan</u>	<u>1 1</u>
<u>JAMIE COPPIN</u>	<u>JAMIE COPPIN</u>	<u>1 1</u>
<u>SHARON CAPTAIN</u>	<u>Sharon Captain</u>	<u>1 1</u>
<u>JULIE ANNE WILKINSON</u>	<u>Julie Anne Wilkison</u>	

Sentow Business Consulting
Business Analysis and Strategic Planning

12 Woodbine Loop
Tapping WA 6065
E: sentowbc@iprimus.com.au
M: 0434 628 157

MUGARINYA COMMUNITY ASSOCIATION INC.

INDEPENDENT AUDIT REPORT

To the Mugarinya Community Association Inc.

Report on the Financial Report

We have audited the accompanying financial report, being a special purpose financial report, of the Mugarinya Community Association Inc., which comprises the balance sheet as at 30 June 2009 for the year then ended, the income statement, a summary of significant accounting policies, other explanatory notes and the statement by members of the committee.

Committee's Responsibility for the Financial Report

The committee of the association is responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are consistent with the financial reporting requirements of the Constitution, Funding Agreements, the Associations Incorporation Act 1987 and are appropriate to meet the needs of the members. The committee's responsibilities also include designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for distribution to members for the purpose of fulfilling the committee's financial reporting under the Associations Incorporation Act 1987. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

Qualification

Opening Balances

We have been unable to obtain sufficient evidence of balance sheet opening balances from the previous financial year to be in a position to provide assurance as to the integrity of the current year's balance sheet closing balances.

Qualified Audit Opinion

In our opinion, subject to the qualification above, the financial report presents fairly, in all material respects, the financial position of Mugarinya Community Association Inc. as of 30th June 2009 and of its financial performance and its cash flows for the year then ended in accordance with accounting policies described in Note 1 to the financial statements.

Report on other legal and regulatory requirements

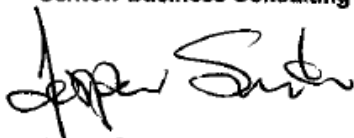
In our opinion:-

- The Program Acquittal Statements which are incorporated in the Financial Statements, are presented fairly and are based upon proper books and record keeping;
- The Association has sufficient funds to either repay unexpended/surplus Commonwealth grant funds or to complete the activities unless grants over-expensed in prior years are offset against under expenditure;
- The Association's statutory financial report is prepared in accordance with the Australian Accounting Standards and other mandatory professional reporting requirements;
- There are adequate financial controls maintained by the Association;
- Sitting fees paid to the Governing Committee members during the year were not paid from grant funds;
- The Association has complied with its obligations to pay superannuation entitlements; and
- Given the guarantee to honour the Association's financial liabilities obtained from Yandeyarra Pastoral Aboriginal Corporation, the Association is solvent.

Dated this 28th day of October 2009

Yours sincerely,

Sentow Business Consulting (ABN 84 129 251 832)



Jesper Sentow
CPA

MUGARINYA COMMUNITY ASSOCIATION INC**Cash Flow Statement**

FOR THE YEAR ENDED 30 JUNE 2009

	2009	2008
Cash flows from operating activities		
Receipts from customers	52,703	30
Payments to suppliers and employees	-852,633	-1,091,832
Receipt of government grants	928,972	1,060,007
Other	56,540	53,712
Net cash flows from/(used in) operating activities	132,879	21,917
Cash flows from investing/Financing activities		
Proceeds from sale of property, plant and equipment	-	-
Interest received	637	734
Purchase of property, plant and equipment	-5,740	-
Purchase of investment property	0	-
Acquisition of subsidiary, net of cash acquired	-	-
Other	-	-
Net cash flows from/(used in) investing activities	-5,103	734
Net increase/(decrease) in cash and cash equivalents	127,776	22,651
Cash and cash equivalents at beginning of period	123,284	100,633
Cash and cash equivalents at end of period	251,060	123,284

MUGARINYA COMMUNITY ASSOCIATION INC**STATEMENT OF FINANCIAL POSITION****AS AT 30 JUNE 2009**

		<u>2009</u>	<u>2008</u>
CURRENT ASSETS			
Cash at Bank and On Hand	2	238,197	175,698
Debtors	3	74,023	7,741
Funds Held in Trust	4	-	5,857
Fuel Stocks	5	1,000	1,845
TOTAL CURRENT ASSETS		<u>313,220</u>	<u>191,141</u>
NON-CURRENT ASSETS			
Property, Plant & Equipment	6	2,091,591	2,799,685
Other Non - Current assets	7	(0)	(0)
TOTAL NON-CURRENT ASSETS		<u>2,091,591</u>	<u>2,799,685</u>
TOTAL ASSETS		<u>2,404,811</u>	<u>2,990,826</u>
CURRENT LIABILITIES			
Creditors and Accruals	8	235,270	134,556
Payroll Withholdings	9	39,020	40,161
GST	10	95,368	80,095
Unexpended/Over-expended Grant Funds	11	59,573	116,468
TOTAL CURRENT LIABILITIES		<u>429,232</u>	<u>371,279</u>
NET ASSETS		<u>1,975,579</u>	<u>2,619,547</u>
MEMBERS' FUNDS			
Retained Profits	12	1,975,579	2,619,546
TOTAL MEMBERS' FUNDS		<u>1,975,579</u>	<u>2,619,546</u>

The accompanying notes form part of this financial report.

MUGARINYA COMMUNITY ASSOCIATION INC**STATEMENT OF FINANCIAL PERFORMANCE****FOR THE YEAR ENDED 30 JUNE 2009**

	<u>2009</u>	<u>2008</u>
INCOME		
Unexpended Funds from PY	116,467	29,300
Grants Received	689,914	820,943
Less/Add: Unexpended/Over-expended Grants	(59,573)	(116,468)
Interest	672	764
Swimming pool contributions	2,434	279
Rent, Water and Power Charges Received	159,450	201,078
Rebates and Refunds	12,845	53,407
Other Income APC	53,233	24,231
	<u>975,441</u>	<u>1,013,535</u>
EXPENDITURE		
Accounting Fees	62,370	76,962
Audit Fees	16,991	4,400
Bank Charges	586	397
D/debts	(11,314)	25,043
Depreciation	759,640	357,851
Donations	-	5,000
Freight	10,573	8,869
Fuel and Oil - Powerhouse	-	271,698
Insurance	19,935	30,001
Interest Expense	12,276	14,135
Lease Costs	-	1,061
Materials and Supplies	188,757	86,810
Meetings/Seminars	668	-
Mining APC Expenses	55,530	-
MV Fuel & Oil	9,282	14,594
MV Registration	1,320	1,156
MV Repairs & Maintenance	5,716	9,935
Office Equipment and Supplies	2,619	2,805
Office rent	15,500	26,000
Postage	74	69
Power collections	84,842	-
Protective Clothing	(420)	1,191
Repairs and Maintenance	6,347	49,290
Safety Equipment	1,666	1,787
Staff Training	2,240	1,638
Staff Amenities	7,811	-
Superannuation	27,785	34,365
Supplies General	740	291
Swimming pool electricity	960	960
Telephone/Fax	16,248	18,815
Unexpended amounts paid back	5,857	-
Wages, Salaries and Other Allowances	314,812	450,738
	<u>1,619,409</u>	<u>1,495,860</u>
NET PROFIT/LOSS	<u>(643,968)</u>	<u>(482,325)</u>

The accompanying notes form part of this financial report.

MUGARINYA COMMUNITY ASSOCIATION INC**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**
FOR THE YEAR ENDED 30 JUNE 2009**Note 1: Statement of Significant Accounting Policies**

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporations Act (WA). The committee has determined that the association is not a reporting entity.

The financial report has been prepared in accordance with the requirements of the Associations Incorporations Act (WA) and the following Australian Accounting Standards Board:

AASB 112	Accounting for Income Tax
AASB 1031	Materiality
AASB 110	Events Occurring After Reporting Date
AASB 1004	Grants/Non Profit Contributions

No other applicable Accounting Standards, Urgent Issues Group Consensus Views or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

The financial report has been prepared on an accrual basis and is based on historic costs and does not take into account changing money values, or except where specifically stated, current valuations of non-current assets.

The following material accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

(a) Fixed Assets

Plant and Equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all fixed assets are depreciated over the useful lives of the asset to the association commencing from the time the asset is held ready for use.

MUGARINYA COMMUNITY ASSOCIATION INC**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**
FOR THE YEAR ENDED 30 JUNE 2009**(b) Grants**

Grants are received by the association from various government agencies. Where funds are received by the association, the amount is deferred from income until grants have been expended in accordance with the conditions of the grant:-

- (i) The amount of grant expended in the year is brought to account as income in the grant acquittal statement.

- (ii) Grants over-expended are carried as a reduction to unexpended grants until such time as the responsibility for the over expenditure is determined. At the point where such grants are determined to be the responsibility of the association, they are charged against its own income or against member funds.

MUGARINYA COMMUNITY ASSOCIATION INC**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**
FOR THE YEAR ENDED 30 JUNE 2009**Note 2: Cash at Bank and On Hand**

	<u>2009</u>	<u>2008</u>
CBA - CDEP	2,230	2,225
CBA - Other FACSIA	57,851	38,864
CBA - Ministry of Housing	(4,932)	57,191
CBA - Ministry of Housing (MSP)	-	231
CBA - Swimming Pool	3,843	3,345
CBA - Social Security	769	2,137
CBA - Ministry of Justice	508	613
CBA - Office of Aboriginal Health	20,369	23,693
CBA - APC	23,134	47,399
CBA - HO	134,424	-
Total Cash at Bank and On Hand	<u>238,197</u>	<u>175,698</u>

Note 3: Debtors

	<u>2009</u>	<u>2008</u>
Dept Housing	67,000	-
Dept Education and Training	3,803	-
Yandeyarra Remote School	4,000	-
Yandeyarra Pastoral Aboriginal Corporation	4,620	4,620
Yandeyarra Store Aboriginal Corporation	8,089	10,924
East Pilbara Health	240	80
Ngarda Foundation CDEP	-	17,160
Provision for D/Debts	(13,729)	(25,043)
Total Debtors	<u>74,023</u>	<u>7,741</u>

MUGARINYA COMMUNITY ASSOCIATION INC**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**
FOR THE YEAR ENDED 30 JUNE 2009**Note 4: Funds Held in Trust**

	<u>2009</u>	<u>2008</u>
Parsons Brinckerhorff Australia Pty Ltd	0	5,857
Total Funds Held in Trust	<u>-</u>	<u>5,857</u>

Note 5: Prepayments

Prepaid Fuel float	1,000	1,845
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Note 6: Fixed Assets

	<u>2009</u>	<u>2008</u>
Land and Buildings at Cost	5,756,920	5,751,180
Less: Accumulated Depreciation	<u>(3,718,254)</u>	<u>(3,034,563)</u>
	2,038,666	2,716,616
Plant and Equipment at Cost	343,863	381,975
Less: Accumulated Depreciation	<u>(335,790)</u>	<u>(319,005)</u>
	8,073	62,970
Motor Vehicles at Cost	419,757	335,838
Less: Accumulated Depreciation	<u>(374,905)</u>	<u>(316,450)</u>
	44,852	19,388
Total Property, Plant and Equipment	<u>2,091,591</u>	<u>2,798,974</u>

Mugarinya Community Association Inc (MCA) occupies Aboriginal lands trust (ALT) reserve land and a pastoral lease owned by the ALT sub-leased to MCA. As the buildings at MCA are attached to the land, title rests with the ALT.

MUGARINYA COMMUNITY ASSOCIATION INCNOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2009**Note 7: Other non - Current Assets**

Loan - Store	650,598	650,598
Loan - Pastoral	183,061	183,061
Provision for d/debts	-833,659	-833,659
	<u>-0</u>	<u>-0</u>

Note 8: Creditors and Accruals

	<u>2009</u>	<u>2008</u>
Trade Creditors	83,012	88,893
Accrued Expenses	145,056	45,663
ELS Clearing account	7,202	-
Total Creditors	<u>235,270</u>	<u>134,556</u>

Note 9: Employee amounts withheld

	<u>2009</u>	<u>2008</u>
Payroll liabilities	39,020	40,161
Total Employee Withholdings	<u>39,020</u>	<u>40,161</u>

Note 10: GST Accounts

	<u>2009</u>	<u>2008</u>
ATO GST & PAYG Debt 2002& FBT	95,368	80,095
Total	<u>95,368</u>	<u>80,095</u>

Note 12: Members' Funds

	<u>2009</u>	<u>2008</u>
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MUGARINYA COMMUNITY ASSOCIATION INC**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**
FOR THE YEAR ENDED 30 JUNE 2009

Opening Balance	2,619,546	2,999,797
Profit/Loss	(643,968)	(482,325)
Adjustments to Prior Year Accounts		
Adj to unexpended grants	1	100,128
Other prior year adj	-	1,946
	TOTAL	102,074
Total Member's Funds	<u>1,975,579</u>	<u>2,619,546</u>

MUGARINYA COMMUNITY ASSOCIATION INC
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2009

Note 11: Unexpended Grants Schedule

Funding Body	Grant	C/F from Prior Year	Grant Received	Other Income	Total Income	Expenditure	Transfers to/from Members' Funds	Closing Grant Balance	Funds Held in Trust
DLA	Aboriginal Prospecting Co	\$16,386.23	\$52,733.00	\$674.00	\$69,793.23	\$63,464.00	\$0.00	\$6,329.23	\$0.00
DEWR	CDEP Outcast 2005/2006	\$16,125.00	\$0.00	\$0.00	\$16,125.00	\$0.00	\$0.00	\$16,125.00	\$0.00
DEWR	CDEP Wages 2006/2007	\$36,663.00	\$0.00	\$0.00	\$36,663.00	\$0.00	\$0.00	\$36,663.00	\$0.00
Health Dept WA	Environmental Health Program	\$0.00	\$64,225.00	\$101.00	\$64,326.00	\$63,044.00	(\$718.00)	\$0.00	\$0.00
Dept of Housing & Works	Housing Officer	\$0.00	\$104,000.00	\$136.00	\$104,136.00	\$106,422.00	\$0.00	(\$2,286.00)	\$0.00
Dept of Housing & Works	Housing R&M	\$13,363.08	\$78,000.00	\$55,782.00	\$147,145.08	\$144,403.00	\$0.00	\$2,742.08	\$0.00
FACSA	MSP	\$0.00	\$155,719.00	\$105,436.00	\$261,155.00	\$262,012.00	(\$857.00)	\$0.00	\$0.00
	Swimming Pool	\$3,072.40	\$0.00	\$2,434.00	\$5,506.40	\$1,710.00	\$3,796.40	\$0.00	\$0.00
Talison Minerals	Aboriginal Prospecting Co	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00
Dept of Housing & Works	Ministry Housing Tender	\$0.00	\$263,618.00	\$0.00	\$263,618.00	\$200,332.00	\$63,286.00	\$0.00	\$0.00
Dept of Social Security	Social Security 07/08	\$0.00	\$26,151.00	\$0.00	\$26,151.00	\$28,701.00	(\$2,550.00)	\$0.00	\$0.00
Other	Members other trading	\$0.00	\$0.00	\$9,538.00	\$9,538.00	(\$12,735.00)	\$22,273.00	\$0.00	\$0.00
TOTAL		\$110,609.71	\$744,446.00	\$174,101.00	\$1,029,156.71	\$859,353.00	\$110,230.40	\$59,573.31	\$0.00
ICC Mgd	NAHS	\$5,857.15	\$0.00	\$0.00	\$5,857.15	\$5,857.15	\$0.00	\$0.00	\$0.00
		\$116,466.86	\$744,446.00	\$174,101.00	\$1,035,013.86	\$865,210.15	\$110,230.40	\$59,573.31	\$0.00

M.C.A. 2008-2009 Financial Statements

MUGARINYA COMMUNITY ASSOCIATION INCORPORATED

DEPRECIATION SCHEDULE

FOR YEAR ENDED: 30 June 2009

PURCHASE DATE	ORIGINAL COST	OWDV	TRANSFERS Date	DISPOSAL Date	ADDITION Date	VALUE	Method	DEPRECIATION Rate	Dep't	CWDY	ACCUM DEP	PLANT & EQUIPMENT
31/7/1997	332	0				0	P	20%		0	0	Filing Cabinet
30/9/1997	250	0				0	P	20%		0	0	Amplifier
28/2/1998	355	0				0	P	20%		0	0	Modem & Internet
28/2/1998	2,104	0				0	P	20%		0	0	Digital Conversion
31/5/1998	1,449	0				0	P	20%		0	0	Air conditioner
31/5/1998	181	0				0	P	20%		0	0	Antenna Poic
30/6/1998	1,524	0				0	P	20%		0	0	Sony TV & Panasonic VCR
31/5/1998	1,449	0				0	P	20%		0	0	Air conditioner Rac
30/3/1998	1,179	0				0	P	20%		0	0	Fridge FIF 454ltr NEC Elect
30/3/1998	539	0				0	P	20%		0	0	Canirna LJR LPG 540mm
30/3/1998	439	0				0	P	20%		0	0	3 in 1 Vice-Burg Water Pump
30/3/1998	620	0				0	P	20%		0	0	Esprit 600 6kg H/Duty Washer
20/4/1998	5,000	0				0	P	20%		0	0	Asset Item
6/2/1998	550	0				0	P	20%		0	0	Fuel Tank & Stand 3000Hr
27/5/1998	5,600	0				0	P	10%		0	0	Hoist Model No. 4488S
27/5/1998	2,429	0				0	P	20%		0	0	Compressor Pilot 32 C.E.M.
28/5/1998	1,209	0				0	P	20%		0	0	Pressure Cleaner 1850 P.S.I.
27/5/1998	920	0				0	P	20%		0	0	Work Bench (2)
27/5/1998	204	0				0	P	20%		0	0	Vice (2)
27/5/1998	4,200	0				0	P	20%		0	0	Electronic Vision Lab Scope
27/5/1998	572	0				0	P	20%		0	0	D.I.S. System
27/5/1998	895	0				0	P	20%		0	0	Bermina 130 Sewing Machines
27/5/1998	895	0				0	P	20%		0	0	Bermina 130 Sewing Machines
27/5/1998	135	0				0	P	20%		0	0	Stools (3)
17/5/1998	435	0				0	P	20%		0	0	Deluxe Tables
27/5/1998	660	0				0	P	20%		0	0	Cabinets with Lifter (2)
27/5/1998	1,280	0				0	P	20%		0	0	Three-Quarter Table
27/5/1998	1,500	0				0	P	20%		0	0	Indus Mitrans Sewing Machine
27/5/1998	3,580	0				0	P	20%		0	0	Sewing Machines
		314										Office Sate
												Air Conditioners
												Furniture Mechanics
												Fax Machine
												Photocopier
												HACC Air Conditioner
												HACC Microwave
												Band Equipment
												Air Conditioner (Daycare) Lils
												Gas Stove (HACC) Lils
												Air conditioner (HACC) Lils
												Air conditioner (HACC) Lils
												Air conditioner (HACC) Lils
												Stove (HACC) - Lils
												Stove (HACC) - Lils

MCA 2008-2009 Financial Statements

MUGARINYA COMMUNITY ASSOCIATION INCORPORATED

DEPRECIATION SCHEDULE

FOR YEAR ENDED: 30 June 2009

	PURCHASE DATE	ORIGINAL COST	OWDV	TRANSFERS Date	DISPOSAL Date	ADDITION Date	VALUE	Method	Rate	Dep'n	CWDY	ACCUM DEF
Sewing Machines Freight	19/08/1998	210	7				0	P	20%	7	0	210
Esprint 6.5kg Washing M/c	8/2/2000	625	0				0	P	50%	0	0	625
Air Con Balcatta ZHP	10/2/2000	999	0				0	P	50%	0	0	999
Microwave Panasonic 58Lr	4/2/2000	539	0				0	P	50%	0	0	539
Kelvinator 220 Ltr Fridge	8/6/2000	499	0				0	P	50%	0	0	499
Office Furniture (Wardens)	8/6/2000	1,210	0				0	P	50%	0	0	1,210
Lounge Suite Conno-3pce	28/6/2000	1,190	0				0	P	50%	0	0	1,190
Coffee Table	28/6/2000	430	0				0	P	50%	0	0	430
Entertainment Unit Antene	28/6/2000	1,020	0				0	P	50%	0	0	1,020
Dining Suite	28/6/2000	1,050	0				0	P	50%	0	0	1,050
Queen Size Bed Metal /Trmb	28/6/2000	340	0				0	P	50%	0	0	340
Sanyo Reverse Cycle RAC	28/6/2000	799	0				0	P	50%	0	0	799
Kelvinator 520ltr 2 Dr Ftz	28/6/2000	999	0				0	P	50%	0	0	999
Whirlpool 6kg Washing M/c	28/6/2000	815	0				0	P	50%	0	0	815
Samsung 11HP Air Cond. (?)	28/6/2000	1,198	0				0	P	50%	0	0	1,198
Washing Machine	23/9/1999	600	0				0	P	50%	0	0	600
Washing Machine	28/9/1999	857	0				0	P	50%	0	0	857
Stoves (4)	30/9/1999	2,157	0				0	P	50%	0	0	2,157
Ride-on Mower (50% School)	13/10/1999	1,700	0				0	P	50%	0	0	1,700
Microwave	15/11/1999	727	0				0	P	50%	0	0	727
Poppingara Hstd - Generators	30/6/2000	29,995	0				0	P	25%	0	0	29,995
Kelvinator 520ltr 2Dr Fridge	22/6/2000	999	0				0	P	50%	0	0	999
Simpson 7.5kg Washing Mach	22/6/2000	699	0				0	P	50%	0	0	699
Fujitsu 2 HP Air Conditioner	22/6/2000	999	0				0	P	50%	0	0	999
Fujitsu 1HP Air Conditioner	22/6/2000	509	0				0	P	50%	0	0	509
Leather Office Chair H/Back	28/6/2000	233	0				0	P	33%	0	0	233
Microwave Oven (Wardens)	5/6/2000	171	0				0	P	100%	0	0	171
Stoves LPG (?)	30/9/1999	1,079	0				0	P	50%	0	0	1,079
3D 450cm Bedside Table (2)	28/6/2000	550	0				0	P	33%	0	0	550
80cm Chest 4 Draw (2)	28/6/2000	380	0				0	P	33%	0	0	380
Admin Air conditioners	29/8/2000	4,991	0				0	D	40%	0	0	4,991
Computer Upgrade & Networking	13/9/2000	5,060	0				0	D	100%	0	0	5,060
MSP Computer & Printer	29/8/2000	3,954	0				0	D	40%	0	0	3,954
Pensioners Air conditioners	31/10/2000	5,722	0				0	D	40%	0	0	5,722
Computer	22/3/2001	2,908	0				0	D	40%	0	0	2,908
Daycare Equipment	31/5/2001	1,749	0				0	D	40%	0	0	1,749
Photocopier & Upgrade	30/6/2001	7,272	0				0	D	40%	0	0	7,272
Furniture Staff Pens & Daycare	31/10/2000	19,049	391				0	D	40%	391	0	19,049
LF's Retraivision	12/7/2001	1,181	0				0	D	40%	0	0	1,181
Ride on Mower	4/7/2002	8,736	0				0	D	22.5%	0	0	8,736
Spreader	4/7/2002	527	0				0	D	22.5%	0	0	527
MYOB	9/7/2002	1,091	0				0	D	37.5%	0	0	1,091
Trestles & Scaffold	14/8/2002	1,684	0				0	D	22.5%	0	0	1,684
Trestles & Planks	2/8/2002	1,613	0				0	D	22.5%	0	0	1,613
Rugged Drain Machine	30/8/2002	1,558	0				0	D	15%	0	0	1,558
Office Furniture for Admin Building	16/9/2002	18,182	10,283				0	D	100.00%	10,283	0	18,182
Saw, Battery & Charger	25/9/2002	579	0				0	D	22.5%	0	0	579

MCA 2008-2009 Financial Statements

MUGARINYA COMMUNITY ASSOCIATION INCORPORATED

DEPRECIATION SCHEDULE

FOR YEAR ENDED: 30 June 2009

	PURCHASE DATE	ORIGINAL COST	OWDV	TRANSFERS Date	DISPOSAL Date	ADDITION Date	VALUE	Method	DEPRECIATION Rate	Dep'n	CWDV	ACCUM DEP
Office Furniture for Admin Building	18/11/2002	22,727	13,126				0	D	70.00%	9,188	3,938	18,789
Computer - 17" monitor, cordless keyboard	20/2/2003	2,293	0		#####		0	D	37.5%	0	0	2,293
Synance Modem 56K	22/4/2003	177	0		#####		0	W	100%	0	0	177
Hot Plate	18/6/2003	635	0		#####		0	D	7.5%	0	0	635
HP Brown Air Conditioner	18/6/2003	454	0		#####		0	D	15%	0	0	454
Internet Network Server	19/6/2003	1,222	0		#####		0	D	37.5%	0	0	1,222
Office Chairs (2) & Visitors Chairs (2)	19/6/2003	1,382	0		#####		0	D	11.25%	0	0	1,382
Canon p1470 12laser printer	31/7/2003	926	0		#####		0	D	20.00%	0	0	926
Rheem hot water system	14/8/2003	515	0		#####		0	D	15.00%	0	0	515
Canon mega pixel dig camera	21/8/2003	1,543	0		#####		0	D	37.50%	0	0	1,543
Canon printer	21/10/2003	1,495	0		#####		0	D	20.00%	0	0	1,495
Multi bit Grill 18v	3/2/2004	1,484	0		#####		0	D	20.00%	0	0	1,484
Fax Machine	1/4/2004	282	0		#####		0	D	20.00%	0	0	282
Vac Cleaner VAX 1200W	24/4/2004	417	0		#####		0	D	20.00%	0	0	417
BBO solid top	12/5/2004	825	0		#####		0	D	15.00%	0	0	825
Submersible water pump	17/8/2004	3,746	1,984		#####		0	D	100.00%	1,984	0	825
1GPX400 (ZAPCO8, ex Reeds Prospecting S	27/9/2007	4,864	4,134		#####		0	D	20.00%	0	4,134	3,746
		250,291	30,241		0		0			22,168	8,073	242,218

MCA 2008-2009 Financial Statements

MUGARINYA COMMUNITY ASSOCIATION INCORPORATED

DEPRECIATION SCHEDULE

FOR YEAR ENDED: 30 June 2009

	PURCHASE DATE	ORIGINAL COST	OWDV	TRANSFERS	DISPOSAL	ADDITION	VALUE	DEPRECIATION	CWDV	ACCUM DEP
				Date	Date	Date		Rate		
GROUP 7 - VILLAGE										
HP Laser Printer (CDER) - CD Ma	30/6/1999	0	0	01/01/2007			0	33%	0	0
Portable Solar Water Pump System		5,798	0				0	20%	0	5,798
Playground Equipment		14,500	0				0	10%	0	14,500
Fridge - Visitors	25/8/1998	0	0	01/01/2007			0	33%	0	0
Stove Lils	26/8/1998	0	0	01/01/2007			0	30%	0	0
Fridge (Ins) Lils	31/8/1998	0	0	01/01/2007			0	33%	0	0
Stereo (Ins) Lils	31/8/1998	0	0	01/01/2007			0	33%	0	0
VCR (Ins) Lils	31/8/1998	0	0	01/01/2007			0	33%	0	0
Stove X.2 Lils	31/8/1998	1,198	0	01/01/2007			0	30%	0	1,198
Entertainment Unit - Emp Off Sup	23/9/1998	959	0				0	33%	0	959
Robe Lils	23/9/1998	400	0				0	33%	0	400
Bed & Table C - Emp Off Sup	13/10/1998	2,140	0				0	33%	0	2,140
Office Furniture - Emp Off Sup	19/1/1999	2,742	0				0	25%	0	2,742
Stove X2 - Lils	29/1/1999	1,080	0				0	30%	0	1,080
Air conditioner 1hp - Lils	29/1/1999	722	0				0	33%	0	722
Air conditioner 1hp Women - Lils	29/1/1999	799	0				0	33%	0	799
Air conditioner 1hp - Lils	7/5/1999	828	0				0	33%	0	828
A10 Samsung 1.8HP Air Conditioner	23/6/2000	1,640	0				0	50%	0	1,640
A08 Upgrade TV Channel Receiver	11/4/2000	6,060	0				0	25%	0	6,060
Reverse cycle aircon	16/3/2004	1,679	0				0	25%	0	1,679
Furniture & Equipment for Youth centre	24/8/2004	9,072	1,775				0	25%	1,775	9,072
Computer pack with 19" monitor	29/6/2006	4,918	1,582				0	25%	1,582	4,918
		54,535	3,357				0	33%	3,357	54,535

GROUP 2 - MINISTRY OF HOUSING

Queen Size Bed Chiro Support	28/6/2000	1,299	0				0	50%	0	1,299
Samsung 2.3HP Air Conditioner	28/6/2000	1,199	0				0	50%	0	1,199
Air Conditioner Balconia	10/6/2000	906	0				0	50%	0	906
Kelvinator 220lt Fridge	10/6/2000	580	0	#####			0	50%	0	580
Office Furniture	28/6/2000	1,520	0				0	50%	0	1,520
Samsung 2.3HP Air Conditioner	28/6/2000	1,199	0				0	50%	0	1,199
Mitsubishi 1.5HP Air Conditioner	28/6/2000	907	0				0	50%	0	907
Samsung 1HP Air Conditioner	28/6/2000	599	0	#####			0	50%	0	599
Whirlpool 6kg Washing Mach	28/6/2000	815	0	#####			0	50%	0	815
Kelvinator 520Ltr 2 Dr Fri	28/6/2000	999	0	#####			0	50%	0	999
Lounge Suite 3pcr Como	28/6/2000	1,190	0	#####			0	50%	0	1,190
Dining Suite 7'pc	28/6/2000	750	0				0	50%	0	750
Queen Size Bed - Metal/Timber	28/6/2000	340	0				0	50%	0	340
80cm 3 Draw Chest (2)	28/6/2000	380	0				0	33%	0	380
Microwave	28/6/2000	172	0	#####			0	100%	0	172
Kettle	28/6/2000	36	0	#####			0	100%	0	36

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MUGARINYA COMMUNITY ASSOCIATION INCORPORATED

DEPRECIATION SCHEDULE

FOR YEAR ENDED: 30 June 2009

	PURCHASE DATE	ORIGINAL COST	OWDV	TRANSFERS Date	DISPOSAL Date	ADDITION Cost	VALUE	Method	DEPRECIATION Rate	Dep'n	CWDV	ACCUM DEP
Microwave	28/6/2000	199	0		#####	0	0	P	100%	0	0	199
80cm 5drw Chest Split	28/6/2000	222	0		#####	0	0	P	50%	0	0	222
80cm 5drw Chest	28/6/2000	210	0		#####	0	0	P	50%	0	0	210
Coffee Table With Rack	28/6/2000	120	0		#####	0	0	P	50%	0	0	120
Computer PBE	10/4/2002	4,144	0		#####	0	0	P	40%	0	0	4,144
Sharp Fax Copy & Telephone Machine	18/7/2003	362	0		#####	0	0	P	20%	0	0	362
Sander & Polisher	15/4/2003	314	0		#####	0	0	P	20%	0	0	314
Scarfolding	7/6/2003	2,387	239		#####	0	0	P	15%	239	0	2,387
K2H Wind Wall Aircon 4790w	14/12/2003	681	1		#####	0	0	P	20%	1	0	681
Concrete truck deposit	16/12/2003	12,000	0		#####	0	0	P	20%	0	0	12,000
Laser Mark Det	12/2/2004	2,065	-413		#####	0	0	P	20%	-413	0	2,065
Drill 13mm 510w makita	8/8/2003	381	-76		#####	0	0	P	20%	-76	0	381
Phone elec Makita	20/8/2003	1,107	-221		#####	0	0	P	20%	-221	0	1,107
RC Air /Cond	28/12/2004	499	-1		#####	0	0	P	20%	-1	0	499
Power trowel honda 90cm s34	10/2/2004	1,455	0		#####	0	0	P	20%	0	0	1,455
		39,037	-471			0	0			-471	0	39,037
MOTOR VEHICLES												
GROUP 1												
Backhoe Loader John Deere S/H		24,000	0			0	0	D	20%	0	0	24,000
Backhoe		26,500	0			0	0	P	20%	0	0	26,500
Isuzu Tupper 97 & Bull Bar	25/11/1997	48,500	0			0	0	P	20%	0	0	48,500
Bobcat M763 97	24/11/1997	34,400	0			0	0	P	20%	0	0	34,400
Pig Trailer	25/11/1997	5,600	0			0	0	P	20%	0	0	5,600
Mitsubishi 84 T7Top 6YR020	15/5/1998	6,000	0			0	0	P	20%	0	0	6,000
Pig Trailer 8UY506	25/11/1997	4,400	0			0	0	P	20%	0	0	4,400
Nissan Patrol Women's Diesel 97	30/11/1997	36,579	0			0	0	P	20%	0	0	36,579
2 x Gators	9/4/2001	30,544	777			0	0	P	20%	777	0	30,544
Tractor	9/4/2001	18,861	480			0	0	D	100%	480	0	18,861
Rangers Vehicle	9/4/2001	31,462	800			0	0	D	100%	800	0	31,462
Nissan Navara IAP0431	4/5/2004	15,455	5,064			0	0	D	100%	5,064	0	15,455
Toyota Prado GXL IACM4521	21/6/2005	23,233	11,697			0	0	D	100%	11,697	0	23,233
H&W Toyota Hilux 2006 ute (EX Pilbara)	15/5/2007	38,114	29,856			0	0	D	100%	29,856	0	38,114
Subaru Forester 2006	1/6/2008	45,806	0			45,806	0	D	25%	0	45,806	45,806
		389,453	48,674			45,806	0			49,678	44,852	344,601
GROUP 2 - RANGER												
Toyota Landcruiser		30,304	568			0	0	D	100.0%	568	0	30,304
		30,304	568			0	0			568	0	30,304
LAND & BUILDINGS												
GROUP 3 - CDEP												
Fencing - Redshore	30/6/1999	3,100	2,406			0	0	P	2.5%	78	2,329	772
												47

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MUGARINYA COMMUNITY ASSOCIATION INCORPORATED

DEPRECIATION SCHEDULE

FOR YEAR ENDED: 30 June 2009

PURCHASE DATE	ORIGINAL COST	OWDV	TRANSFERS Date	Transf. Cost	DISPOSAL Date	Disposal Cost	ADDITION Date	Add. Cost	VALUE	Method	Rate	Dep'n	CWDV	ACCUM DEP
	3,100	2,406		0		0		0	0			78	2,329	772

MCA 2008-2009 Financial Statements

MUGARINYA COMMUNITY ASSOCIATION INCORPORATED

DEPRECIATION SCHEDULE

FOR YEAR ENDED: 30 June 2009

	PURCHASE DATE	ORIGINAL COST	OWDV	TRANSFERS Date	DISPOSAL Date	ADDITION Date	VALUE	Method	DEPRECIATION Rate	Dep'n	CWDY	ACCUM DEP
GROUP 4 - OFFICE												
Building Costs		88,378	37,584				0	P	2.5%	2,209	35,375	53,003
Equipment Costs	25/9/1998	10,918	0				0	P	10%	0	0	10,918
Mechanics W/Shop		61,392	46,404				0	P	2.5%	1,535	44,869	16,523
		160,688	83,988				0			3,744	80,244	80,444
GROUP 7 - VILLAGE												
Fencing	20/5/1958	5,400	0				0	P	10%	0	0	5,400
Electrical Retinaltion		51,000	13,538				0	P	2.5%	1,275	12,263	38,737
Community Fencing		6,473	0				0	P	10%	0	0	6,473
Transportable 3 Room	17/12/1997	7,500	0				0	P	20%	0	0	7,500
Transportable 2 Room	17/12/1997	7,500	0				0	P	20%	0	0	7,500
Ablutions		20,000	5,008				0	P	100.0%	5,008	0	20,000
Units		17,000	4,257				0	P	2.5%	4,257	0	17,000
Capital Renovations 4 Houses		20,000	5,008				0	P	2.5%	500	4,508	15,492
1 House		98,386	24,632				0	P	2.5%	2,460	22,172	76,214
7 Houses		750,000	374,339				0	P	2.5%	18,750	355,589	394,411
House Verandas		11,550	4,715				0	P	2.5%	289	4,426	7,124
Portable Banking Co-ordinator		35,220	17,321				0	P	100.0%	17,321	0	35,220
4 Pensioner Units 2 B/Room		206,032	0				0	P	2.5%	0	0	206,032
Housing		41,217	3				0	P	2.5%	3	0	41,217
Housing		41,114	341				0	P	2.5%	341	0	41,114
Housing Construction		70,000	14,000				0	P	2.5%	1,750	12,250	57,750
Housing Pensioner Units		47,483	9,499				0	P	2.5%	1,187	8,312	39,171
ATCO 3 B/Room Unit		30,820	8,161				0	P	2.5%	8,161	0	30,820
ATCO Living Quarters		38,172	8,183				0	P	100.0%	8,183	0	38,172
Install S/P Units		7,857	2,068				0	P	100.0%	2,068	0	5,789
Single Person Units		61,366	32,217				0	P	2.5%	1,96	1,872	5,985
Housing Water Supply		39,200	0				0	P	2.5%	1,534	30,683	30,683
2 Houses		52,038	13,040				0	P	2.5%	0	0	39,200
5 Houses		562,500	365,587				0	P	2.5%	1,301	11,739	40,319
Verandas		14,345	9,143				0	P	2.5%	14,063	351,524	210,976
Pensioner Units		5,450	3,545				0	P	2.5%	359	8,784	5,561
Pensioner Units		224,550	67,563				0	P	2.5%	136	3,409	2,042
Single Men's Quarters		52,200	17,862				0	P	20%	44,910	22,453	202,098
Housing Additions		40,000	17,836				0	P	34%	17,862	0	52,200
Housing Additions		259,646	115,776				0	P	20%	8,000	9,836	30,164
Porta Build S/Fall Ins House	5/8/1998	699	527				0	P	20%	51,929	63,846	195,800
Dwager H&R - Installation Costs		4,350	3,279				0	P	2.5%	17	509	190
Fencing H&R - Redsharc	2/6/1999	4,045	373				0	P	100.0%	3,279	0	4,350
Fencing HACC - Redsharc	2/6/1999	5,500	488				0	P	10%	372	1	4,045
Oval Fencing-Lotteries	17/5/1999	11,800	0				0	P	10%	488	0	5,300
2 Houses (PM&RAC)	30/6/2000	340,000	203,954				0	P	20%	0	0	11,800
Upgrade Visitor Ctr (M of H)	20/6/2000	28,000	5,516				0	P	50%	170,000	33,954	306,046
Water & Sewerage U/g RAES	1/7/1999	11,288	1,128				0	P	10%	2,800	2,716	25,284
Fencing	1/9/1999	2,000	234				0	P	10%	1,128	0	11,288
							0	P	10%	200	34	1,968

MCA 2008-2009 Financial Statements

MUGARINYA COMMUNITY ASSOCIATION INCORPORATED

DEPRECIATION SCHEDULE

FOR YEAR ENDED: 30 June 2009

	PURCHASE DATE	ORIGINAL COST	OWDV	TRANSFERS Date	DISPOSAL Date	ADDITION Date	VALUE	DEPRECIATION Rate	DEPR'n	CWVD	ACCTM DEP
HACC Lounge Upgrade	1/5/2000	12,000	2,200				0	100%	2,200	0	12,000
Pippingara H/d - Upgrade	30/6/2000	36,520	7,294				0	10%	7,294	0	36,520
Daycare Upgrade HC/S	20/6/2000	11,187	2,203				0	10%	2,203	0	11,187
Fencing School	13/10/1999	695	91				0	10%	91	0	695
Daycare Upgrade Lotteries	1/5/2000	1,073	198				0	10%	198	0	1,073
Solar/heats	30/6/2001	19,266	-0				0	40%	0	0	19,266
NAHS Upgrade 2001	30/6/2001	16,075	6,933				0	25%	4,019	2,914	13,161
NAHS Upgrade 2002	30/6/2002	110,650	54,255				0	40%	44,260	9,995	100,655
Fencing - Rubbish Tip	12/2/2003	15,619	6,432				0	25%	6,432	0	15,619
NAHS Upgrade 2003	30/6/2003	1,646,161	794,804				0	10%	164,616	650,188	1,015,973
Pergola Extension	30/6/2003	3,024	1,460				0	10%	302	1,158	1,866
NAHS Upgrade 2004	30/6/2004	42,152	26,515				0	10%	4,215	22,300	19,852
Septic system	18/8/2003	1,704	1,090				0	10%	170	920	785
NAHS purchases	31/12/2004	29,319	19,431				0	10%	2,932	16,469	12,820
Septic tanks upgrade	25/11/2005	19,656	14,545				0	10%	1,966	17,380	7,076
New hoies and drilling	30/6/2006	78,833	58,351				0	10%	7,885	50,466	28,387
NAHS Upgrade 2006/07	30/6/2007	228,259	203,531				0	10%	22,826	180,705	47,554
Kitchens x2, ex Spinifex Cabinets	3/4/2008	13,310	12,977				0	100%	12,977	0	13,310
Bore Extension by Maunsell Aust	30/9/2007	11,776	10,893				0	10%	1,178	9,715	2,061
NPM Contract NAHS II by Maunsell Aust -	31/5/2008	5,069	5,027				0	10%	507	4,520	549
Bore Upgrade by Kimberley reg service Pro	31/5/2008	43,704	43,340				0	10%	4,570	38,970	4,735
Bore Extension by Maunsell Aust - paid for	31/5/2008	9,798	9,716				0	10%	980	8,736	1,062
Complete house furniture for the Housing of	26/3/2009	5,741	0			26/3/2009	5,741	10%	191	5,550	191
SUMMARY		5,593,132	2,630,223	0	0	0	5,741		679,871	1,956,094	3,637,039
Plant & Equipment		343,863	33,127	0	0	0	0		25,054	8,073	335,790
Motor Vehicles		419,757	49,242	0	0	45,806	0		50,196	44,852	374,905
Buildings		5,756,920	2,716,617	0	0	5,741	0		683,692	2,038,666	3,718,254
		6,520,540	2,798,987	0	0	51,547	0		758,943	2,091,591	4,428,949

MUGARINYA COMMUNITY ASSOCIATION INC**GRANT AQUITTAL****JULY 2008 TO JUNE 2009****Housing Officer - Operational**

Original Grant Half Year	Actual 2007/2008	Account	Budget for 2008/2009	Actual YTD	Variance
INCOME					
52,000	104,000	Operational	104,000	104,000	-
-	207	Interest	-	136	136
-	-	C/Forward Grants	-	-	-
<u>52,000</u>	<u>104,207</u>	Total Income	<u>104,000</u>	<u>104,136</u>	<u>136</u>
EXPENDITURE					
Salaries					
6,000	11,330	Coordinator	12,000	10,911	1,089
15,200	29,760	Housing Officer	30,400	32,740	(2,340)
1,250	2,663	District Allowance	2,500	2,870	(370)
700	517	Leave Loading	1,400	754	646
550	1,100	Annual Airfare	1,100	1,100	-
2,133	4,083	Superannuation	4,266	4,354	(88)
650	880	Workers Compensation	1,300	618	682
<u>26,483</u>	<u>50,333</u>	Total Salaries	<u>52,966</u>	<u>53,347</u>	<u>(381)</u>
Motor Vehicles					
600	1,313	MV Fuel & Oil	1,200	2,200	(1,000)
<u>600</u>	<u>1,313</u>	Total Motor Vehicles	<u>1,200</u>	<u>2,200</u>	<u>(1,000)</u>
Services					
6,000	12,328	Accounting Fees	13,000	12,776	224
1,500	403	Audit Fees	3,000	3,000	-
110	150	Bank Fees	220	120	100
500	1,000	Insurance - Special Risk (Assets)	1,500	1,374	126
8,707	18,646	Insurance - Public Liability	10,389	13,889	(3,500)
200	1,433	Office Supplies	400	657	(257)
3,000	9,000	Office Space Rental	6,000	6,000	-
200	420	Protective Clothing	2,277	1,411	866
750	1,531	Safety Equipment	4,500	1,346	3,154
800	1,522	Staff Amenities	3,500	2,314	1,186
2,400	4,201	Telephone/Fax	6,800	5,748	1,052
750	1,400	Training (Off Site)	2,500	2,240	260
<u>24,917</u>	<u>52,034</u>	Total Services	<u>54,086</u>	<u>50,875</u>	<u>3,211</u>
<u>52,000</u>	<u>103,680</u>	Total Expenditure	<u>108,252</u>	<u>106,422</u>	<u>1,830</u>
<u>-</u>	<u>527</u>	NET SURPLUS/(DEFICIT)	<u>(4,252)</u>	<u>(2,286)</u>	<u>1,966</u>

MUHARINYA COMMUNITY ASSOCIATION INCGRANT AQUITTALJULY 2008 TO JUNE 2009Housing Officer - Repairs & Maintenance

Original Grant	Actual 2007/2008	Account	Budget for 2008/2009	Actual YTD	Variance
INCOME					
39,000	78,000	DHW R&M	78,000	78,000	-
14,450	31,177	Housing Rental - MCA	28,900	18,140	(10,760)
14,200	28,036	Housing Rental Ngarda	28,400	25,089	(3,311)
5,820	13,797	Housing Rental - Centrelink	11,640	13,408	1,768
4,420	3,270	Housing Rental - Other	8,840	(855)	(9,695)
-	1,050	C/Forward Grants	13,363	13,363	-
<u>77,890</u>	<u>155,330</u>	Total Income	<u>169,143</u>	<u>147,145</u>	<u>(21,998)</u>
EXPENDITURE					
Services					
-	1,050	Accounting Fees	-	-	-
-	648	Contractors	-	-	-
<u>-</u>	<u>1,698</u>		<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURE					
Lot Repairs & Maintenance					
25,500	78,402	RM Materials	51,000	59,638	(8,638)
15,000	26,175	Electrical	30,000	27,754	2,246
17,390	10,624	Plumbing	34,780	36,856	(2,076)
12,000	8,869	Freight	24,000	3,525	20,475
3,500	7,000	Pest Control	7,000	8,130	(1,130)
1,500	20,055	Other	3,000	3,000	-
3,000	2,454	Tool Replacement	6,000	5,500	500
<u>77,890</u>	<u>153,579</u>	Total Repairs & Maintenance	<u>155,780</u>	<u>144,403</u>	<u>11,377</u>
<u>77,890</u>	<u>155,277</u>	Total Expenditure	<u>155,780</u>	<u>144,403</u>	<u>11,377</u>
<u>-</u>	<u>53</u>	NET SURPLUS(DEFICIT)	<u>13,363</u>	<u>2,742</u>	<u>2,742</u>

MUGARINYA COMMUNITY ASSOCIATION INC**Grant Aquittal Statement****1st July to 30th June 2009****Office of Aboriginal Health**

Original Grant	Actual 2007/2008	Account	Budget	Actual 2008/2009	Variance
INCOME					
64,225	61,548	Operational	64,225	64,225	-
-	50	Interest	-	101	101
<u>64,225</u>	<u>61,598</u>	Total Income	<u>64,225</u>	<u>64,326</u>	<u>101</u>
OPERATIONAL					
Salaries					
37,089	36,913	Manager	37,089	40,420	(3,331)
2,692	2,278	District Allowance	2,692	2,692	-
1,091	1,100	Annual Airfares	1,091	1,100	(9)
1,158	547	Leave Loading	1,158	507	651
3,444	3,675	Superannuation	3,444	4,025	(581)
880	1,161	Workers Compensation	880	1,227	(347)
<u>46,354</u>	<u>45,674</u>	Total Salaries	<u>46,354</u>	<u>49,971</u>	<u>(3,617)</u>
Motor Vehicles					
1,791	-	MV Fuel & Oil	1,791	-	1,791
-	3,167	MV Repairs & Maintenance	-	-	-
558	261	MV Registration	558	-	558
746	746	MV Insurance	746	-	746
<u>3,095</u>	<u>4,174</u>	Total Motor Vehicles	<u>3,095</u>	<u>-</u>	<u>3,095</u>
Services					
3,000	3,186	Accounting Fees	6,900	6,809	91
597	775	Audit Fees	597	597	-
31	25	Bank Charges	31	-	31
350	-	Protective Clothing	50	-	50
50	-	Office Supplies	350	318	32
639	409	Repairs & Maintenance	639	740	(101)
7,800	13,200	Office Space Rental	3,900	4,300	(400)
2,309	555	Telephone	2,309	2,309	-
<u>14,776</u>	<u>18,150</u>	Total Services	<u>14,776</u>	<u>15,073</u>	<u>(297)</u>
Supplies					
-	-	General Supplies	-	-	-
<u>-</u>	<u>-</u>	Total Supplies	<u>-</u>	<u>-</u>	<u>-</u>
<u>64,225</u>	<u>67,998</u>	Total Operational	<u>64,225</u>	<u>65,044</u>	<u>(819)</u>
<u>64,225</u>	<u>67,998</u>	Total Expenditure	<u>64,225</u>	<u>65,044</u>	<u>(819)</u>
<u>-</u>	<u>(6,400)</u>	NET SURPLUS/(DEFICIT)	<u>-</u>	<u>(718)</u>	<u>(718)</u>

MUGARINYA COMMUNITY ASSOCIATION INC**GRANT AQUITTAL STATEMENT****FROM 1 JULY 2008 - 30 JUNE 2009****MUNICIPAL SERVICES 2008/2009**

Original Grant	Actual 2007/2008	Account	Budget	Actual 2008/2009	Variance
INCOME					
186,164	130,069	Operational	186,164	155,719	(30,445)
13,402	26,000	Office Space Rental	13,402	15,500	2,098
96,000	13,612	Muns Generated Income	96,000	89,069	(6,931)
600	326	Interest	600	294	(306)
-	-	Donations	-	500	500
-	4,475	Insurance Refunds	-	-	-
-	(13,534)	C/Forward Grants	-	-	-
<u>296,166</u>	<u>160,948</u>	Total Income	<u>296,166</u>	<u>261,082</u>	<u>(35,084)</u>
OPERATIONAL					
Salaries					
1,586	1,100	Annual Airfares	1,586	2,200	(614)
44,674	22,660	Co-ordinator	44,674	45,649	(975)
4,270	4,058	District Allowance	4,270	4,270	-
47,840	46,174	Essential Services Officer	47,840	47,840	-
1,552	1,144	Leave Loading	1,552	1,059	493
8,326	6,762	Superannuation	8,326	9,092	(766)
5,550	2,308	Workers Compensation	5,550	965	4,585
<u>113,798</u>	<u>84,206</u>	Total Salaries	<u>113,798</u>	<u>111,075</u>	<u>2,723</u>
Motor Vehicles					
10,432	1,432	MV Fuel & Oil	10,432	4,157	6,275
5,200	784	MV Repairs & Maintenance	5,200	2,751	2,449
2,600	625	MV Registration	2,600	1,011	1,589
<u>18,232</u>	<u>2,841</u>	Total Motor Vehicles	<u>18,232</u>	<u>7,919</u>	<u>10,313</u>
Repairs & Maintenance					
1,500	851	Furniture/Office Equipment	1,500	1,500	-
600	-	Airstrips	600	-	600
2,100	-	Roads	2,100	-	2,100
4,000	1,505	Plant & Equipment	4,000	3,017	983
<u>8,200</u>	<u>2,356</u>	Total Repairs & Maintenance	<u>8,200</u>	<u>4,517</u>	<u>3,683</u>
Services					
27,902	43,710	Accounting Fees	27,902	27,902	-
5,600	3,455	Audit Fees	5,600	9,600	(4,000)
100	(0)	Bank Charges	100	275	(175)
4,000	4,917	Insurance - MV	4,000	578	3,422
5,700	5,258	Insurance - Public Liability	5,700	454	5,246
8,600	-	Insurance - wcompensation	8,600	4,000	4,600
6,200	10,400	Telephone/Fax	6,200	7,065	(865)
96,000	-	Power Collections	96,000	84,842	11,158
200	69	Postage	200	74	126
1,234	625	Office Supplies	1,234	1,229	5
-	2,446	Penalty Interest	-	2,282	(2,282)
400	217	Centrepay Fees	400	-	400
<u>155,936</u>	<u>71,097</u>	Total Services	<u>155,936</u>	<u>138,301</u>	<u>17,635</u>
<u>296,166</u>	<u>160,500</u>	Total Expenditure	<u>296,166</u>	<u>261,812</u>	<u>34,354</u>
<u>-</u>	<u>448</u>	NET SURPLUS/(DEFICIT)	<u>-</u>	<u>(730)</u>	<u>(730)</u>

MUGARINYA COMMUNITY ASSOCIATION INC**GRANT AQUITTAL STATEMENT****FROM 1 JULY 2008 - 30 JUNE 2009****Social Security**

Original Grant	Actual 2007/2008	Account	Budget	Actual 2008/2009	Variance
INCOME					
23,200	23,583	Centrelink Grant	26,151	26,151	(0)
-	101	Interest Income	-	0	-
2,903	-	C'Forward Grants	-	-	-
<u>26,103</u>	<u>23,684</u>	Total Income	<u>26,151</u>	<u>26,151</u>	<u>(0)</u>
OPERATIONAL					
Salaries					
15,708	16,318	Centrelink Officer	16,318	17,202	(884)
2,751	1,659	District Allowance	1,659	1,257	402
-	-	Annual Airfares	-	-	-
529	177	Leave Loading	219	197	22
1,706	1,634	Superannuation	1,617	1,679	(62)
341	510	Workers Compensation	300	490	(190)
<u>21,035</u>	<u>20,298</u>	Total Salaries	<u>20,113</u>	<u>20,825</u>	<u>(712)</u>
Services					
3,000	3,116	Accounting Fees	3,000	3,437	(437)
-	-	Audit Fees	-	1,200	(1,200)
68	-	Bank Charges	-	104	(104)
-	-	Office Supplies	-	-	-
2,000	4,000	Office Space Rental	2,700	2,700	-
-	273	Telephone/Fax	438	435	3
<u>5,068</u>	<u>7,389</u>	Total Services	<u>6,138</u>	<u>7,876</u>	<u>(1,738)</u>
<u>26,103</u>	<u>27,687</u>	Total Operational	<u>26,251</u>	<u>28,701</u>	<u>(2,450)</u>
<u>26,103</u>	<u>27,687</u>	Total Expenditure	<u>26,151</u>	<u>28,701</u>	<u>(2,550)</u>
<u>-</u>	<u>(4,003)</u>	NET SURPLUS/(DEFICIT)	<u>-</u>	<u>(2,550)</u>	<u>(2,550)</u>

MUGARINYA COMMUNITY ASSOCIATION INC**GRANT AQUITTAL STATEMENT****FROM 1 JULY 2008 - 30 JUNE 2009****Swimming Pool**

Original Grant	Actual 2006/2007	Account	Budget	Actual 2007/2008	Variance
INCOME					
1,827	1,827	Swimming Pool Contributions	1,827	2,434	607
-	1,397	C'Forward Grant	-	2,800	2,800
-	-	Miscellaneous Income	-	-	-
<u>1,827</u>	<u>3,224</u>	Total Income	<u>1,827</u>	<u>5,234</u>	<u>3,407</u>
Services					
609	275	General Supplies	609		609
38	38	Bank Charges	38	92	(54)
960	960	Electricity	960	960	-
220	220	Sporting Equipment	220	658	(438)
<u>1,827</u>	<u>1,493</u>	Total Services	<u>1,827</u>	<u>1,710</u>	<u>117</u>
<u>#REF!</u>	<u>#REF!</u>	NET SURPLUS/(DEFICIT)	<u>-</u>	<u>3,524</u>	<u>3,524</u>

MUGARINYA COMMUNITY ASSOCIATION INCGRANT AQUITTAL STATEMENTFROM 1 JULY 2008 - 30 JUNE 2009

Aboriginal Prospecting Company

Original Grant	Actual 2007/2008	Account	Budget	Actual 2008/2009	Variance
INCOME					
21,880	21,880	Grant - ALT	21,880	52,733	30,853
		Other	-	532	532
-	152	Interest	-	142	142
		CFWD	41,386	41,386	-
<u>21,880</u>	<u>22,032</u>	Total Income	<u>63,266</u>	<u>94,793</u>	<u>31,527</u>
Services					
3,500	603	Accounting Fees	3,500	4,500	(1,000)
2,500	-	Audit Fees	2,500	2,500	-
500	-	Bank Charges	500	25	475
1,787	1,947	Registration	1,787	8,428	(6,641)
10,000	10,000	Pegging Reserves	10,000	12,740	(2,740)
10,000	8,500	Friendly Creek Mining	10,000	10,000	-
93	982	Other	93	25,272	(25,179)
<u>28,380</u>	<u>22,032</u>	Total Services	<u>28,380</u>	<u>63,465</u>	<u>(35,085)</u>
<u>28,380</u>	<u>22,032</u>	Total Operational	<u>28,380</u>	<u>63,465</u>	<u>(35,085)</u>
<u>28,380</u>	<u>22,032</u>	Total Expenditure	<u>28,380</u>	<u>63,465</u>	<u>(35,085)</u>
<u>(6,500)</u>	<u>-</u>	NET SURPLUS/(DEFICIT)	<u>34,886</u>	<u>31,328</u>	<u>3,558</u>

MUGARINYA COMMUNITY ASSOCIATION INCGRANT AQUITTAL STATEMENTFROM 1 JULY 2008 - 30 JUNE 2009

ATSIIC	NAHS		ACTIVITY NUMBER:	27116	
Original Grant	Actual 2006/2007	Account	Budget	Actual 2007/2008	Variance
		INCOME			
-	288,943	Unexpended Funds from P/Yr	-	5,857	5,857
-	-	Miscellaneous Income	-	-	-
-	<u>288,943</u>	Total Income	-	<u>5,857</u>	<u>5,857</u>
		CAPITAL			
		Salaries			
-	-	Funds paid to ATSIIC	-	-	-
-	228,258	Capital Purchases	-	-	-
-	-	Unexpended Grant Repaid Back	-	5,857	(5,857)
-	<u>228,258</u>	Total Salaries	-	<u>5,857</u>	<u>(5,857)</u>
-	<u>228,258</u>	Total Operational	-	<u>5,857</u>	<u>(5,857)</u>
-	<u>228,258</u>	Total Expenditure	-	<u>5,857</u>	<u>(5,857)</u>
-	<u>60,685</u>	NET SURPLUS/(DEFICIT)	-	-	-

MUGARINYA COMMUNITY ASSOCIATION INCGRANT AQUITTAL STATEMENTFROM 1 JULY 2008 - 30 JUNE 2009

MEMBERS		ACTIVITY NUMBER:			
Original Grant	Actual 2006/2007	Account	Budget	Actual 2007/2008	Variance
		INCOME			
-	-	Fuel rebate	9,538	9,538	-
-	-	Miscellaneous Income Insurance	11,519	11,519	-
-	-	Total Income	<u>21,057</u>	<u>21,057</u>	-
		Expenses			
		General			
-	-	ATO Interest RBA	9,994	9,994	-
-	-	Bank charges	104	104	-
-	-	D/DEBTS write back	(11,314)	(11,314)	-
-	-	Total	<u>(1,216)</u>	<u>(1,216)</u>	-
-	-	Total Expenditure	<u>(1,216)</u>	<u>(1,216)</u>	-
-	-	NET SURPLUS/(DEFICIT)	<u>22,273</u>	<u>22,273</u>	-

MUGARINYA COMMUNITY REGISTER OF MEMBERS 2008/2009

NAME	Date of Membership	ADDRESS
Biddy Norman		Yandeyarra Station PMB3 South Hedland WA 6722
Clinton Abdulllah	03/09/2002	Yandeyarra Station PMB3 South Hedland WA 6722
Colleen Edgar	01/07/1999	Yandeyarra Station PMB3 South Hedland WA 6722
Craig Stewart	23/04/2001	Yandeyarra Station PMB3 South Hedland WA 6722
Cynthia Coppin	18/03/2002	Yandeyarra Station PMB3 South Hedland WA 6722
Cynil Taylor	01/10/2004	Yandeyarra Station PMB3 South Hedland WA 6722
Daniel Jenkins	10/11/2003	Yandeyarra Station PMB3 South Hedland WA 6722
Ena May Coppin	15/09/2004	Yandeyarra Station PMB3 South Hedland WA 6722
Gary Edward Coffin	04/11/2003	Yandeyarra Station PMB3 South Hedland WA 6722
Grace Coppin	01/07/1999	Yandeyarra Station PMB3 South Hedland WA 6722
Graham Coppin	01/07/1999	Yandeyarra Station PMB3 South Hedland WA 6722
Harry Norman	01/07/1999	Yandeyarra Station PMB3 South Hedland WA 6722
Irene Roberts		Yandeyarra Station PMB3 South Hedland WA 6722
Jamie Coppin	30/10/2002	Yandeyarra Station PMB3 South Hedland WA 6722
John Stewart	01/07/1999	Yandeyarra Station PMB3 South Hedland WA 6722
Joseph Jenkins	01/07/1999	Yandeyarra Station PMB3 South Hedland WA 6722
Julianne Whalebone	01/07/1999	Yandeyarra Station PMB3 South Hedland WA 6722
Julianne Williams	01/07/1999	Yandeyarra Station PMB3 South Hedland WA 6722
Kendall Captain	31/08/2005	Yandeyarra Station PMB3 South Hedland WA 6722
Kevin Bumbrew	15/02/2002	Yandeyarra Station PMB3 South Hedland WA 6722
Kimmie Jumbo	10/11/2003	Yandeyarra Station PMB3 South Hedland WA 6722
Louise Roberts	29/08/2003	Yandeyarra Station PMB3 South Hedland WA 6722
Mark Walters	01/07/1999	Yandeyarra Station PMB3 South Hedland WA 6722
Mervin Rocky Herbert	31/03/2004	Yandeyarra Station PMB3 South Hedland WA 6722
Nicholas Charles	26/07/2005	Yandeyarra Station PMB3 South Hedland WA 6722
Owen Samuel Coppin	02/03/2004	Yandeyarra Station PMB3 South Hedland WA 6722
Pauline Monaghan	01/07/1999	Yandeyarra Station PMB3 South Hedland WA 6722
Peter Drage	06/05/2003	Yandeyarra Station PMB3 South Hedland WA 6722
Phillip Tinker	01/07/1999	Yandeyarra Station PMB3 South Hedland WA 6722
Samantha Norman		Yandeyarra Station PMB3 South Hedland WA 6722
Sharon Captain	31/03/2003	Yandeyarra Station PMB3 South Hedland WA 6722
Sophie Alone	01/07/2005	Yandeyarra Station PMB3 South Hedland WA 6722
Steven Jnr Stewart	09/03/2004	Yandeyarra Station PMB3 South Hedland WA 6722
Steven Snr Stewart		Yandeyarra Station PMB3 South Hedland WA 6722
Teddy Roberts	01/07/1999	Yandeyarra Station PMB3 South Hedland WA 6722
Tony Taylor	01/07/1999	Yandeyarra Station PMB3 South Hedland WA 6722
Trevor Norman	01/07/1999	Yandeyarra Station PMB3 South Hedland WA 6722
Wynetta Tinker	31/05/2006	Yandeyarra Station PMB3 South Hedland WA 6722
Emma Coppin	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Mark Flatfoot	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Coreen Parker	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Fenton Charlie	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Fiona Jacobs	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Maurice Coppin	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Ashley Hughes	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Peter Hughes	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Sandra Bumbrew	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Brandon Flatfoot	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Joelene Barnes	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Tania Kelly	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Katie Williams	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Archie Captain Junior	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Jeannie George	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Elliott Flatfoot	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Diedre Flatfoot	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Leesha Flatfoot	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Terrence Cooper	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Rena Ali	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Dominic Gibbs	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Steven Herbert	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Leslie Nelson	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Angelina Handley	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Marisha Walters	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
James Walters	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Sarah Jacobs	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Kelly Wright	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Boyden Williams	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Janet Williams	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Lynley Thompson	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Nakita Thompson	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Rebecca Thompson	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Trevina Hicks	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Jennifer Jones	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Nora Tinker	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722
Richard Marnie	01/07/2008	Yandeyarra Station PMB3 South Hedland WA 6722

A.63/73

Form 5



Certificate of Incorporation

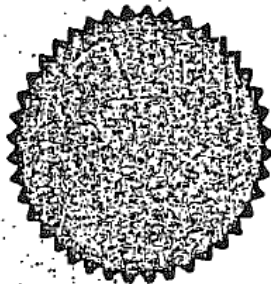
*Associations Incorporation Act, 1895-1969
Section 3 (3)*

These are to Certify that

MUGARDINYA COMMUNITY ASSOCIATION INC.

has this day been incorporated as an Association under the provisions of
the Associations Incorporation Act, 1895-1969

Dated this first day of August, 19 73.



ASSISTANT REGISTRAR OF COMPANIES.

DEPT. OF ABORIGINAL AFFAIRS
SOUTH HEDLAND
25 AUG 1987
FILE NO. 1108
ATTENTION FA

copy
constit.
file

THE RULES OF MUGARINYA COMMUNITY ASSOCIATION INC.

NAME:

1 The name of the Association is **MUGARINYA COMMUNITY ASSOCIATION INC.**

INTERPRETATION:

2 In these rules:

"Aboriginal" means a person who is:

- (a) a member of the Aboriginal race of Australia; or
- (b) a descendant of an indigenous inhabitants of the Torres Strait Islands;

"Act" means the Associations Incorporation Act 1987 as amended;

"Committee" means the Governing Committee as provided for in these rules;

"ordinary resolution" means resolution other than a special resolution;

"poll" means voting conducted in written form (as opposed to a show of hands);

"special general meeting" means a general meeting other than the annual general meeting;

"special resolution" has the meaning given by section 24 of the Act, that is-

A resolution is a special resolution if it is passed by a majority of not less than three-fourths of the members of the association who are entitled under the rules of the association to vote and vote in person or, where proxies or postal votes are allowed by the rules of the association by proxy or postal vote, at a general meeting of which notice specifying the intention to propose the resolution as a special resolution was given in accordance with those rules.

At a meeting at which a resolution proposed as a special resolution is submitted, a declaration by the person presiding that the resolution has been passed as a special resolution shall be evidence of the fact unless, during the meeting at which the resolution is submitted, a poll is demanded in accordance with the rules of the Association or, if the rules do not make provision as to the manner in which a poll may be demanded, by at least 3 members of the association present in person or, where proxies are allowed, by proxy.

If a poll is held, a declaration by the person presiding as to the result of a poll is evidence of the matter so declared.

"department" means the government department with responsibility for administering the Associations Incorporation Act (1987);

Expressions used in these rules have the same meanings as those given in the Associations Incorporation Act 1987; and

unless otherwise stated:

- (a) where the word "he" appears in the Rules, it can also mean "she";
- (b) words in the singular number include the plural and vice versa; and
- (c) any inconsistency between these rules and the Act shall be resolved in favour of the Act.

TYPE OF ASSOCIATION:

3 The Association is an Incorporated Association under the Associations Incorporation Act 1987 (hereinafter called "the Act").

THE RULES OF MUGARINYA COMMUNITY ASSOCIATION INC.

REGISTERED OFFICE:

- 4 The registered office of the Association shall be at the official address of the Secretary, or at such other place as the members at a general meeting decide.

LIABILITY OF MEMBERS:

- 5 The members of the Association shall not be liable to contribute towards the payment of debts and liabilities of the Association.

OBJECTS:

- 6 The objects for which the Association is established are:
- (a) to relieve poverty, sickness, suffering, distress, misfortune, destitution and helplessness amongst the Aboriginal people of the Pilbara: and
 - (b) recognising that such poverty, sickness, suffering, distress, misfortune, destitution and helplessness result from such Aboriginal people having been progressively dispossessed of their lands and/or waters, without compensation, as a consequence of which they have become socially, spiritually and economically disempowered, and are now the most disadvantaged section of Pilbara society.
 - (i) To support the development of the Community in all ways.
 - (ii) The help bring about the self support of the Community by the development of economic projects and industries.
 - (iii) To hold shares in any company formed to carry out the objects of the Association.
 - (iv) To support education, job training, health services, work and housing for the Community.
 - (v) To help and encourage the Community to manage its affairs upon it own lands.
 - (vi) To help and encourage the Community to keep and renew its traditional culture.
 - (vii) To foster trust and friendship between the Community and other people.
 - (viii) To receive and spend grants of money from the Government of the State or the Commonwealth.

POWERS:

- 7 The Association shall, subject to the provisions of the act, have power to do all such lawful things as may seem to the Community necessary to carry out the objects of the Association.

MEMBERSHIP:

- 8(1) Membership of the Association shall be open to adult Aboriginal persons normally and permanently resident in Yandeyarra, via South Hedland, Western Australia.
- 8(2) The members of the Association shall be those Aboriginal persons who qualify for membership and who apply to the Committee. A register of members shall be kept by the Secretary.
- 8(3) All members shall be entitled to attend, speak and vote at general meetings of the Association and be eligible for appointment as members of the Committee of office bearers.
- 8(4) A member shall cease to be a member:

THE RULES OF MUGARINYA COMMUNITY ASSOCIATION INC.

- (a) by reason of prolonged absence
 - (b) if that member shall die;
 - (c) if that member shall by notice in writing resign from membership; or
 - (d) if that member shall, by a resolution passed by a majority of not less than three-quarters (3/4) of the members present at a general meeting, be expelled from the Association on the ground that a charge of conduct detrimental to the Association has been proved.
- 8(5) Written notice of a proposed resolution to expel a member shall be forwarded to the member not less than twenty one days before the date of the general meeting at which the resolution is to be moved, and he shall be given an opportunity of being heard at the meeting.

COMMITTEE:

- 9(1) The first committee is recognised as Peter Coppin, Stephen Stuart, Sam Coppin, Billy Green, Sam Mitchell, Jimmy Toil, Jim Waridja, Captain Wilson, Murray Tom, Bob Dingo, Massie Jillararra And Mick Wilson
- 9(2) The Governing Committee of the Association shall be a Committee of not less than twelve members.
- 9(3) The members of the Committee shall be elected at each third general meeting and shall be eligible for re-election.
- 9(4) A person cannot be elected to hold office as a member of the Governing Committee if he has been convicted of an offence against a Commonwealth, State or Territory law and sentenced:
- (a) to imprisonment for three months or longer if the offence involved fraud or misappropriation of funds;
 - (b) to imprisonment for one year or longer in the case of any other offence.
- The conviction does not prevent the person from standing for election or being elected if at least five years have passed since the date of conviction and the person is not serving a term of imprisonment.
- 9(5) A person ceases to be a member to the Governing Committee if the person:
- (a) becomes bankrupt or insolvent under administration;
 - (b) becomes incapable of holding office because of a civil penalty disqualification by a Court.
- 9(6) A member of the Committee shall cease to hold office if he ceases to be a member of the Association, or if he resigns his office, or if by reason of infirmity, absence or any other reason the Association is of the opinion that he ceased to be an effective member of the Committee.
- 9(7) If at any time the numbers of members of the Committee is less than twelve, an additional member or members may be appointed by the Committee to fill the vacancies. A Committee member appointed in this shall be eligible for re-election.
- 9(8) If at any time an office bearers position becomes vacant, a new office bearer may be appointed by the Committee to fill the vacancies. An office bearer appointed in this way shall be eligible for re-election.
- 9(9) Office bearers appointed under Rule 9(7) or Committee members appointed under Rule 9(6) will hold office for a period determined by the committee but that term shall not exceed the balance of the three year term.
- 9(10) The Association may by resolution, remove any office bearer before the expiration of his period of office, and may by simple majority at the same or any other general meeting appoint another person in his place.

THE RULES OF MUGARINYA COMMUNITY ASSOCIATION INC.

- 9(11) The Committee shall meet to attend to its business as often as it considers necessary. A majority of members of the Committee shall be quorum.
- 9(12) Reasonable notice of each meeting of the Committee shall be given to each member of the Committee.
- 9(13) The Secretary or such a person as the Committee appoints shall keep proper minutes of the proceedings of all meetings of the Committee.
- 9(14) The Committee shall manage and control affairs of the Association in accordance with these rules and with the Act and for that purpose may exercise the powers of the Association as if they had been expressly conferred on the Committee by a general meeting of the Association.
- 9(15) If any dispute between the Association and any of its members arises that cannot be amicably settled by the Committee, the matter shall be referred to a general meeting of the Association for decision.
- 9(16) No person may make a public statement on behalf of the Association unless authorised by the Committee.

DISCLOSURE OF INTEREST:

- 10(1) Any person on the Committee must disclose any interest in a contract or arrangement, or proposed contract or arrangement with the Association at a meeting of the Committee and a record of such a disclosure shall be made in the minutes of that meeting.
- 10(2) A person on the Committee who has disclosed an interest may not vote on the Committee on any motion relating to the contract or proposed contract or arrangement.

DUTIES OF THE GOVERNING COMMITTEE:

- 11 Each person who is on the Governing Committee:
- (a) has a duty to act in that position with honesty, diligence and reasonable care; and
 - (b) shall not make improper use of information or opportunities received through that position.

APPOINTMENT AND REMOVAL OF EMPLOYEES:

- 12 Except as otherwise provided in the Act or these Rules, the Committee shall have power (and the power to delegate these powers) to appoint and remove or suspend employees and agents and to determine the powers, duties and payment of employees and agents.

OFFICE BEARERS:

Chairperson and Vice-Chairperson:

- 13(1)
- (a) Peter Coppin is recognised as the First Chairman
 - (b) Subject to this rule, the Chairperson must preside at all general meetings and Committee meetings.
 - (c) In the event of the absence from a general meeting of:
 - the Chairperson, the Vice-Chairperson; or
 - both the Chairperson and the Vice-Chairperson, a member elected by the other members present at the general meeting,must preside at the general meeting.
 - (d) In the event of the absence from a Committee meeting of-

THE RULES OF MUGARINYA COMMUNITY ASSOCIATION INC.

- the Chairperson, the Vice-Chairperson; or
 - both the Chairperson and the Vice-Chairperson, a Committee member elected by the other Committee members present at the Committee meeting,
- must preside at the Committee meeting.

Secretary:-

13(2)

The Secretary must-

- (a) co-ordinate the correspondence of the Association;
- (b) keep full and correct minutes of the proceedings of the Committee and of the Association;
- (c) comply on behalf of the Association with-
 - (i) Section 27 of the Act with respect to the register of members of the Association, as referred to in rule 6;
 - (ii) Section 28 of the Act by keeping and maintaining in an up to date condition the rules of the Association and, upon the request of a member of the Association, must make available those rules for the inspection of the member and the member may make a copy of or take an extract from the rules but will have no right to remove the rules for that purpose; and
 - (iii) Section 29 of the Act by maintaining a record of -
 - the names and residential or postal addresses of the persons who hold the offices of the Association provided for by these rules, including all offices held by the persons who constitute the Committee and persons who are authorised to use the common seal of the Association under rule 18; and
 - the names and residential or postal addresses of any persons who are appointed or act as trustees on behalf of the Association,
 and the Secretary must, upon the request of a member of the Association, make available the record for the inspection of the member and the member may make a copy of or take an extract from the record but will have no right to remove the record for that purpose;
- (d) unless the members resolve otherwise at a general meeting, have custody of all books, documents, records and registers of the Association, including those referred to in paragraph (c) but other than those required by rule 13 to be kept and maintained by, or in the custody of, the Treasurer; and
- (e) perform such other duties as are imposed by these rules on the Secretary.

Treasurer

13(3)

The Treasurer must-

- (a) be responsible for the receipt of all moneys paid to or received by, or by him or her on behalf of, the Association;
- (b) pay all moneys referred to in paragraph (a) into such account or accounts of the Association as the Committee may from time to time direct;
- (c) make payments from the funds of the Association with the authority of a general meeting or of the Committee and in so doing ensure that all cheques are signed by himself or herself and at least one other authorised Committee member, or by any two others as are authorised by the Committee;
- (d) comply on behalf of the Association with sections 25 and 26 of the Act with respect to the accounting records of the Association by-
 - (i) keeping such accounting records as correctly record and explain the financial transactions and financial position of the Association;

THE RULES OF MUGARINYA COMMUNITY ASSOCIATION INC.

- (ii) keeping its accounting records in such manner as will enable true and fair accounts of the Association to be prepared from time to time;
- (iii) keeping its accounting records in such manner as will enable true and fair accounts of the Association to be conveniently and properly audited; and
- (iv) submitting to members at each annual general meeting of the Association accounts of the Association showing the financial position of the Association at the end of the immediately preceding financial year.
- (e) whenever directed to do so by the Chairperson, submit to the Committee a report, balance sheet or financial statement in accordance with that direction;
- (f) unless the members resolve otherwise at a general meeting, have custody of all securities, books and documents of a financial nature and accounting records of the Association, including those referred to in paragraphs (d) and (e); and
- (g) perform such other duties as are imposed by these rules on the Treasurer.

REGISTER OF MEMBERS:

- 14(1) The Secretary shall keep at his official address a register showing:
- (a) the name and address of every member of the Association;
 - (b) the date on which each member joined the Association;
 - (c) the date on which a member ceased to be a member of the Association.
- 14(2) The Secretary, on behalf of the Association, must comply with section 27 of the Act by keeping and maintaining in an up to date condition a register of the members of the Association and their postal or residential addresses and, upon the request of a member of the Association, shall make the register available for the inspection of the member and the member may make a copy of or take an extract from the register but shall have no right to remove the register for that purpose.

GENERAL MEETINGS:

- 15(1) The annual general meeting of the Association shall be held within four months after each 30 June.
- 15(2) The order of business at the annual general meeting shall be –
- (a) to confirm the minutes of the last general meeting whether the annual general meeting or a special general meeting.
 - (b) to receive from the Committee, reports concerning the activities and business of the Association during the preceding financial year ending 30 June, including the Committee's Report and Auditor's Report.
 - (c) every third year, elect the office bearers and ordinary members of the Committee who shall hold office for three years (the procedures the elections shall be in accordance with a method approved by the Association and may be based on Aboriginal custom);
 - (d) to appoint an auditor as required by Subsection 59(3) of the Act; and
 - (e) to conduct such other business as the meeting shall determine.
- 15(3) The Committee may call general meetings in addition to the first general meeting and the annual general meeting.
- 15(4) Any general meeting other than the first general meeting and the annual general meeting shall be called a special meeting. The order of business at a special meeting shall be –
- (a) to confirm the minutes of the last general meeting, whether the annual general meeting or a special general meeting;

THE RULES OF MUGARINYA COMMUNITY ASSOCIATION INC.

- (b) to deal with all matters for which the meeting was called;
 - (c) to conduct such other business as the meeting shall determine.
- 15(5) Subject to these rules, the place, date and hour of every general meeting shall be determined by the Committee and notice of the meeting, including the purpose of the meeting, shall be given to the members at least seven (7) days prior to the date of the meeting, by any means the Committee considers appropriate.
- 15(6) The Chairperson shall, on written request no fewer than ten percent (10%) of the total number of members of the Association, whichever number is greater, call a special general meeting to be held as soon as practicable but not later than one month after the Chairperson receives the request.
- 15(7) An aggrieved member of the Association may at any time request the Governing Committee to call a special general meeting. The Committee must do so unless the Registrar considers the request to be frivolous unreasonable or contrary to the interests of the members of the Association.
- 15(8) A request for a special meeting shall state the objects of the meeting and must be signed by the persons making the request. It may consist of several documents, each signed by one or more of the persons making the request.
- 15(11) If the Committee does not proceed to cause a special meeting to be held within twenty-one days from the date on which the request was made, those persons making the request or any of them may convene the meeting, but any meeting so convened shall not be held after three months from the date the request was lodged. Notice of such a meeting, including the purpose of the meeting, shall be given to the members of the Association at least seven days prior to the date of the meeting.
- 15(12) Reasonable costs associated with any special general meeting convened in this manner in accordance with these Rules shall, if approved by the meeting, be refundable by the Association to the person incurring the costs.
- 15(13) The Secretary or such person as the meeting appoints shall keep proper minutes of the proceedings of all general meetings.
- 15(14) No business shall be transacted at any general meeting unless a quorum of members is present. A quorum shall be the greater of ten (10) or twenty-five percent (25%) of the total membership of the Association.

VOTING AT ALL MEETINGS:

- 16(1) Questions arising at any general meeting of the Association or any meeting of the Committee shall be decided by a majority of votes. Voting shall be by show or hands unless the meeting otherwise decides. The Chairperson shall be the Chairperson of all meetings at which he is present, but if he is not present or does not wish to take the chair, the members present shall elect a Chairperson for the meeting.
- 16(2) At general meetings, any member shall be entitled to appoint another member as proxy by notice given to the secretary at least twenty-four hours before the meeting in respect of which the proxy is appointed (but no member shall not hold any more than three proxies). The notice appointing the proxy shall be in the form set out in the Appendix to these rules.
- 16(3) Decisions made at a general meeting shall be binding on the Committee.

NOTICES:

- 17(1) A notice may be given by the Association to any member either personally, or in a manner which accords with Aboriginal custom, or by sending it by post to him at his registered address.

THE RULES OF MUGARINYA COMMUNITY ASSOCIATION INC.

- 17(2) Where notice is sent via post, service of the notice shall be deemed to be effected by properly addressing, prepaying and posting a letter containing the notice and, unless the contrary is proved, to have been effected at the time at which the letter would be delivered in the ordinary course of post.
- 17(3) If a member has no registered address in the designated area and has not supplied to the Association an address, a notice advertised in a newspaper circulating in the neighbourhood of the registered office of the Association shall be deemed to be a notice duly given to him on the date on which the advertisement appears.
- 17(4) Notice of any general meeting shall be given in the above manner to every member of the Association.

COMMON SEAL:

- 18(1) The Association shall have a Common Seal which shall be kept in the custody of the Secretary.
- 18(2) The Common Seal of the Association shall be in the form of a rubber stamp with the full name of the Association inscribed in legible characters.
- 18(3) The Common Seal shall not be used or placed on any document unless authorised by the delegated Committee members.

BANKING:

- 19(1) Where appropriate, a receipt shall be issued for all monies received by the Association.
- 19(2) All funds of the Association shall in the first instance, be deposited in a bank account of the Association no later than the first working day following the day for the receipt or as soon as possible thereafter.
- 19(3) All cheques, withdrawal forms and their electronic equivalent shall be signed/authorised jointly by at least two members of the Committee or by two persons to whom the Committee has delegated this responsibility. The Association's bank must be informed in writing by the Committee when and if there is any change to the names of those people who are authorised to sign cheques and withdrawal forms.

APPLICATION OF FUNDS AND PROPERTY:

20. All funds or property of the Association not subject to any special trust shall be available at the discretion of the Committee for the purpose of carrying out the objects of the Association, provided that no portion thereof shall be paid or applied directly or indirectly by the way of dividend bonus or otherwise howsoever by way of profit to any member, but nothing herein contained shall prevent the payment in good faith of reasonable and proper remuneration to any member of the Association, officer, servant, agent or employee of the Association for or in return for services actually rendered to the Association.

ACCOUNTS:

- 21(1) Proper accounts and records shall be kept by the Treasurer or such person as the Committee appoints, of the transactions and affairs of the Association. The Committee shall do all things necessary to ensure all payments out of moneys of the Association are correctly made and properly authorised and that adequate control is maintained over the assets of, or in the custody of, the Association and over the incurring of liabilities by the Association.
- 21(2) Accounts shall be passed for payment by the Committee or under the authority of a delegation approved by the Committee for this purpose.
- 21(3) The Committee shall, as soon as practicable after each 30 June, cause to be prepared a Committee's Report consisting of -

THE RULES OF MUGARINYA COMMUNITY ASSOCIATION INC.

- (a) a balance sheet setting out the assets and liabilities of the Associations as at that 30 June;
- (b) a statement giving a true and fair view of the income and expenditure of the Association for the financial year ending on the 30 June; and

GIFT FUND:

- 22(1) For the purposes of pursuing its objects as set out in Clause 6 above, the Association will establish and maintain a gift fund (the "gift fund"):
- (a) to which gifts of money or property for that purpose are to be made;
 - (b) to which any money received because of those gifts is to be credited; and
 - (c) that does not receive any other money or property.
- 22(2) The Association must use:
- (a) gifts made to the gift fund; and
 - (b) any income received as a result of those gifts
- only for the attainment of its objects as set out in Clause 6 above.
- 22(3) At the first occurrence of:
- (a) the winding up of the gift fund; or
 - (b) the revocation of the company's deductible gift recipient endorsement under Division 30 of the Income Tax Assessment Act 1997,
- any surplus assets of the gift fund must be transferred to another institution or corporation in Australia which is a public benevolent institution for the purposes of any taxation law of the Commonwealth.

AUDIT:

- 23(1) As soon as practicable after the Committee's report has been prepared, the Committee shall cause a suitably qualified person for the purpose
- (a) to audit whether the Governing Committee and the Association have complied with the obligations imposed by the Act, the Regulations and the rules of the Association and whether the balance sheet and income and expenditure statement are based on proper accounts and records and in agreement with those accounts and records; and
 - (b) to give the Committee and Auditor's Report of the results of the audit, drawing attention to any irregularity that it has disclosed.
- 23(2) The Governing Committee must make a copy of the Committee's Report and the Auditor's Report available at the annual general meeting of the Association as well as for the inspection at all reasonable times to members of the Association.

RULES OF ASSOCIATION:

- 24 (1) The Association may alter or rescind these rules, or make rules additional to these rules, in accordance with the procedure set out in sections 17, 18 and 19 of the Act, which is as follows-
- (a) Subject to sub-rule (1) (d) and (1) (e), the Association may alter its rules by special resolution but not otherwise;
 - (b) Within one month of the passing of a special resolution altering its rules, or such further time as the Commissioner may in a particular case allow (on written application by the Association), the Association must lodge with the Commissioner notice of the special

THE RULES OF MUGARINYA COMMUNITY ASSOCIATION INC.

resolution setting out particulars of the alteration together with a certificate given by a member of the Committee certifying that the resolution was duly passed as a special resolution and that the rules of the Association as so altered conform to the requirements of this Act;

- (c) An alteration of the rules of the Association does not take effect until sub-rule (1) (b) is complied with;
- (d) An alteration of the rules of the Association having effect to change the name of the association does not take effect until sub-rules (1) (a) to (1) (c) are complied with and the approval of the Commissioner is given to the change of name;
- (e) An alteration of the rules of the Association having effect to alter the objects or purposes of the association does not take effect until sub-rules (1) (a) to (1) (c) are complied with and the approval of the Commissioner is given to the alteration of the objects or purposes.

24(2) These rules bind every member and the Association to the same extent as if every member and the Association had signed and sealed these rules and agreed to be bound by all their provisions.

WINDING UP:

25(1) The winding up of the Association shall be in accordance with the Act.

25(2) The Association may be dissolved by a resolution passed by a majority of at least three-quarters of the members of the Association present and voting at a general meeting specially convened for the purpose. The resolution of dissolution shall specify an Association or fund established for the benefit of Aborigines generally in Australia to which the property and funds of the Association shall be transferred. Such an Association or fund shall be one which is a public benevolent institution for the purposes of any taxation law of the Commonwealth.

25(3) The Deputy Commissioner of Taxation in Western Australia shall be notified in the event of the winding up or dissolution of the Association.

ASSOCIATE MEMBERS:

26(1) A person who is not entitled to become a member of the Association under Rule 8(1) may apply for associate membership. Decisions on associate membership applications shall be made by the Association at general meetings.

26(2) An associate member shall have the same rights and responsibilities as a member but is not entitled to vote at meetings of the Association or to stand for election to the Governing Committee.

26(3) The Secretary shall maintain a register of associate members similar to the register of members.

26(4) Associate members shall cease to be associate members in the same way as provided for members under Rules 8(4) and 8(5).

SUB-COMMITTEES:

27(1) The Governing Committee may at any time appoint a sub-committee from its members and shall determine the responsibilities and powers of the sub-committee.

27(2) Unless otherwise decided by the Governing Committee, a sub-committee shall:

- (a) have a quorum of three (3) at its meetings, unless the sub-committee resolves that a larger number shall be the quorum;
- (b) appoint one of its members to be responsible for calling meeting of the sub-committee and inform the Secretary of the name of the responsible person.

11.4.1.3 IT Network Audit Results and Recommendations) File No.:)

Officer Kate Reid
Manager Information Services

Date of Report 14 September 2010

Disclosure of Interest by Officer Nil

Summary

For Council to be informed of the issues that have been identified with the Town's IP Telephony system and to provide the results of a network audit and recommendations as to how these issues may be resolved.

Background

The Town of Port Hedland has been experiencing issues with the IP Telephony system for many months now. While the issues had been identified, solutions have not been implemented as a network audit was undertaken to establish what the long term solution may be, and to ensure the most effective use of Council funds.

Some of the issues with the system include:

- The phone system currently in place was installed 3 years ago based on an estimate of 120 staff. The Town currently has 180 staff with 146 staff requiring a telephone. The remaining 34 are outdoor staff that don't require this facility. Additional staff numbers have been approved in the current budget and it is anticipated that there will remain to be a steady increase in staffing numbers of the next few years.
- The maximum phone line capacity has been reached. The Town does not have the ability to introduce any more phones to the Civic Centre which means new staff will not have a phone and will have to share phones with other staff members.
- Phone lines to the Airport are not stable and "drop out" on a regular basis. The airport requires line availability 24/7 in the event of an emergency.
- Phone lines to the South Hedland and Port Hedland Library "drop out" and the public internet service is very slow.
- Phone lines to the Depot constantly "drop out" and computer systems are not always accessible to staff.
- The current public internet access at the libraries links directly into the Town's network. There is a growing risk of virus infections crossing over from the library network to the TOPH network, due to increased use of social networking applications on library public use computers.

- All sites have access to the SynergySoft Records Module in order to maintain appropriate Council data and comply with State Records requirements. The current links at the JD Hardie Centre, Matt Dann Cultural Centre, Landfill and both the South and Port Hedland Libraries are extremely slow resulting in the records module not able to be used by staff at these locations.

Each of these issues has had an impact on staff morale, staff productivity and more so the level of customer service that the Town is providing to the community.

Discussions with Comscentre, who are the Town's contracted data and telephony providers commenced in June 2010 to investigate and rectify the issues being experienced.

In July 2010, Comscentre organized a technical analysis of the Town of Port Hedland to assist with investigating the current telephony system and network setup and provide possible recommendations in an attempt to rectify the issues that were being experienced by the users. From the report produced it was recommended that a full network audit be undertaken on each of the issues identified. This has now been completed by Comscentre with recommendations provided to the Town.

The audit identified key items that need to be addressed immediately including the number of phone lines and the capacity of the network data cables.

Consultation

Consultation has occurred with Comscentre, IT staff and the Executive team.

Statutory Implications

Section 6.8 of the Local Government Act 1995 states:

- “6.8. Expenditure from municipal fund not included in annual budget*
- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure:*
- (a) is incurred in a financial year before the adoption of the annual budget by the local government;*
 - (b) is authorised in advance by resolution*;* or
 - (c) is authorised in advance by the mayor or president in an emergency.”*

Local Government (Functions and General) Regulations 1996

- “11. Tenders to be invited for certain contracts*

- (1) *Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$100 000 unless subregulation (2) states otherwise.*
- (2) *Tenders do not have to be publicly invited according to the requirements of this Division if:*
 - (a) *the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act”*

Policy Implications

Nil

Strategic Planning Implications*Strategic Plan 2010-2015*

Key Result Area 6 – Governance

Goal 3 – Systems Development “That the Towns internal operating systems are structured in a manner that assists in providing timely accurate information to the community.”

*Information and Communication Technology Strategic Plan 2009-2105
Strategy 12:*

“The audit and reporting of phone usage has not occurred which does not allow the ICT Department to recommend changes to the phone network and improve the system for its users. We will implement the reports module to allow reporting on the phone usage so that future decisions are made using actual data gathered.”

Strategy 18:

“Review the current data network connections, speed and hardware to ensure that the system delivers to users the expected speed and response that allows for productivity to occur and supports the business requirement of Council based on data obtained on network use.”

Budget Implications

The 2010/2011 Budget has allowed for all costs in accordance with the current contract with Comscentre. Funds were not identified as part of the Budget process to upgrade the system due to the technical analysis and audit not being completed at this stage.

The proposed charges for the upgraded system result in an ongoing annual impact of approximately \$183,348. In relation to the 2010/2011 financial year, as the system will only be completed in January, the

budget impact will be approximately \$91,674 (half of the annual variation outlined overleaf).

Description	Current		Proposed		Annual Variation
	Per Month	Annual Charge	Per Month	Annual Charge	
Maintenance, Management & Support	\$6,603	\$79,236	\$7,603	\$91,236	\$12,000
Mobile Calls – Telstra & Fleet	\$4,500	\$54,000	\$2,500	\$30,000	-\$24,000
Telstra Land line	\$8,500	\$102,000	\$8,500	\$102,000	Nil
Airport ISDN Links	\$70	\$840	\$400	\$4,800	\$3,960
Lease Telephone System Upgrade	Nil	Nil	\$3,449	\$41,388	\$41,388
Private Network (once-off charge)	Nil	Nil	Nil	\$12,000	\$12,000
Rental of private network	Nil	Nil	\$11,500	\$138,000	\$138,000
TOTAL	\$19,673	\$236,076	\$33,952	\$419,424	\$183,348

It is proposed that the \$91,674 budget impact for 2010/2011 be rectified through savings across the organisation as part of the first Budget Review.

Officer's Comment

The upgrade to the system is a long-term solution to both the current network and telephony issues across all sites of the Town of Port Hedland. It will also allow for the future growth of the Town, provide significant improvements to the current service delivery to the community, and create a more efficient IT system for all staff members therefore increasing their capacity to focus on delivering better outcomes.

In relation to this issue Council have 4 options to consider:

1. Do nothing.

This decision will seriously impact on the ongoing operations of the Town from both a staff and customer perspective. New staff will not have access to phones, the library public internet will continue to use the Town's network resulting in security issues, and phone lines will continue to drop out resulting in poor levels of customer service and staff morale across the organisation.

2. Call for tenders in relation to the upgrade.

Currently the Town has a 5 year contract with Comscentre that expires in July 2012. Given the contract specifications, the Town is locked into this agreement and would have to pay significant break costs if a different supplier was engaged.

Comscentre is a service provider to the Commonwealth Government under the AGTA - Australian Government Telecommunications Arrangements, which eliminates the necessity to call for tender given their preferred supplier status. Given the process that the Commonwealth would have used to include Comscentre as a service provider, officers believe the proposal by Comscentre is reflective of a fair market price.

3. Accept the proposal from Comscentre to purchase the upgrade equipment.

Purchasing the equipment outright will have a higher financial impact in 2010/2011 as the costs are not distributed across a 3 year period. The initial outlay is \$103,392 although this does not include the private network which is a significant part of the overall upgrade. Without the private network, only the phone issues will be resolved. The current internet/email issues will still remain and have significant implications on service provision and delivery to the community.

While purchasing the IP Telephony System upgrade means it would be the Town's asset, it would also be the Town's asset to upgrade or replace in future years. This will add to the overall costs each year in terms of both upgrade materials and staff time to implement the upgrades without Comscentre assistance, which is seen to be a valuable resource.

4. Accept the proposal from Comscentre to enter into a lease agreement for the equipment and installation costs over a 36 month period.

Leasing infrastructure and equipment that require continuous upgrades and servicing is generally more cost effective than purchasing a system where upgrades are not provided and the system becomes obsolete very quickly given the advances in technology. This option will rectify all phone and data issues identified and significantly improve the level of customer service provided. In turn this will reduce the amount of time that the Town's IT team and Comscentre staff allocate to "fixing" system issues rather than implementing projects, along with improving general staff morale. While there is a 16 week waiting period until

the final installation and therefore improvements to the network, this is seen to be acceptable given the benefits that will result in the long term.

The officer considers option 4 to be the best option for Council. While there is a budget impact with option 4, this option ensures that appropriate infrastructure will be installed that will remedy all the issues outlined. It will be installed by experts in their field who would then assist in any upgrades that occur, and are available to provide advice at any stage in order to ensure the most efficient and effective set up and ongoing running of the system.

The upgraded system will facilitate any growth in the future, along with providing increased functionality and management that is required to operate a large organisation.

Attachments

1. Executive Summary of the Network Audit
2. Detailed Network Audit

201011/112 Council Decision/Officer's Recommendation**Moved:** Cr A A Carter**Seconded:** Cr J Gillingham**That Council:**

- i) **accepts the proposal from Comscentre for the Town to enter into a lease agreement for the equipment and installation costs over a 36 month period; and**
- ii) **Identify funds internally to facilitate the upgrade as part of the first budget review process.**

CARRIED 8/0



Town of Port Hedland
Report

Network and IP Telephony
Executive Summary

Version 1.1
September 9, 2010

Table of Contents

- I. Purpose.....
- II. Scope.....
- III. Overview.....
- IV. Summary.....
- V. Recommendations

I. Purpose

This document aims to present the results of the voice and data network audit, conducted in Town of Port Hedland networks covering Civic Centre, Airport, Depot, JD Hardie, Landfill, Matt Dan, PFDC, Port Hedland Library and South Hedland Library. This document outlines the recommendations for improvements to the Voice and Data Network.

II. Scope

The scope of work outlines Town of Port Hedland's network, current set up, current limitations as well as recommendations.

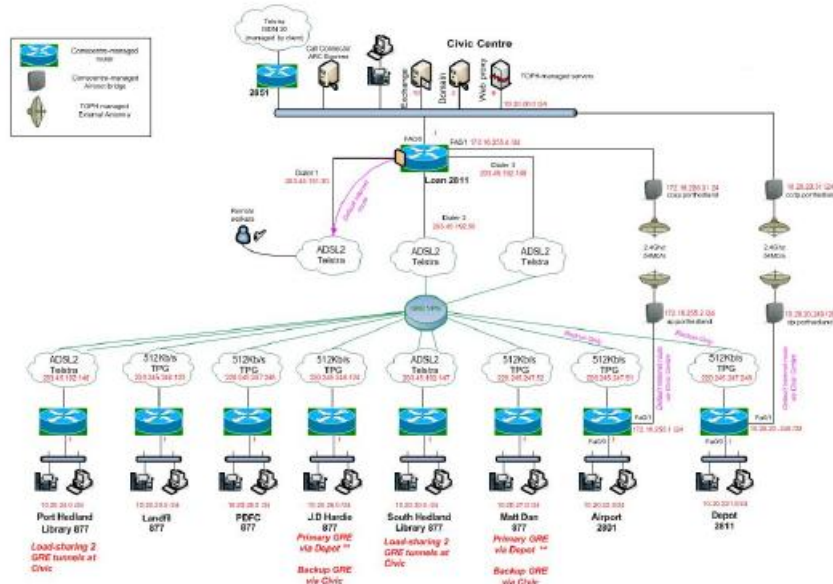
III. Overview

Telephony

- The current voice network is being controlled off one voice router in the Civic Centre. This controls all voice for all sites, excluding depot, across the TOPH network.
- Currently the router controlling the voice network from the Civic Centre is a 2851 allowing a maximum of 110 extensions. Currently Registered handsets number is 91, Unregistered 9, Deceased 10. This means there are 110 phones currently attached to the system. **Capacity has been reached.** Unregistered – phone that has been configured but has not been plugged in since last reboot. Deceased – Phone that has been plugged in and then taken off.
- The 2811 router controlling the Depot site phones currently has capacity for 36 phones. This device has currently 19 phones registered.

Network

There has been in the past a lot of data issues across the TOPH network. At times this has come from the Wireless Bridges which is proving to be difficult to fix for the Depot site. At other times it is related to the fact that the links connecting all sites are internet links.



IV. Summary

The current set up of IP Telephony does not facilitate the growth, as well as the increased functionality and management required. In order to allow growth there are two options, create a head office Single Call Control site with a redundant Call Manager Solution, or upgrade the routers to handle voice at each site. This needs to be addressed asap, as current capacity has been reached.

V. Recommendations

Telephony

There are capacity issues on the Cisco Call Manager Express at the Civic Centre, as the maximum number of extensions on this system type is 110. This allows no growth in staff numbers at the important site. This needs to be addressed, in order to allow any growth. We have recommended a **Cisco Call Manager** for the below reasons:

- Redundant Call Manager, to allow full Redundancy across all sites.
- Increased Capacity for staff growth, limit of 50 000 Extensions
- Single site call control for IT, save Time and Money
- Single Reception, Business Attendant Console
- Simply add Phone and license for expansion across all sites
- Single, head office, extension and system management ability for TOPH IT Staff
- Increased Functionality and improved staff productivity due to Presence
- Increased Functionality and improved staff productivity due to Workspace Licensing
- GSM Device, 25-30% off Calls to Mobiles



Cisco Unified Personal Communicator

- Fast and easy access to voice, video, instant messaging, web conferencing, voicemail, and presence capabilities through a single, multimedia interface on your PC or Mac
- Integrated soft phone empowers connections with colleagues, partners, and customers from the office or on the go



Cisco Unified Mobile Communicator

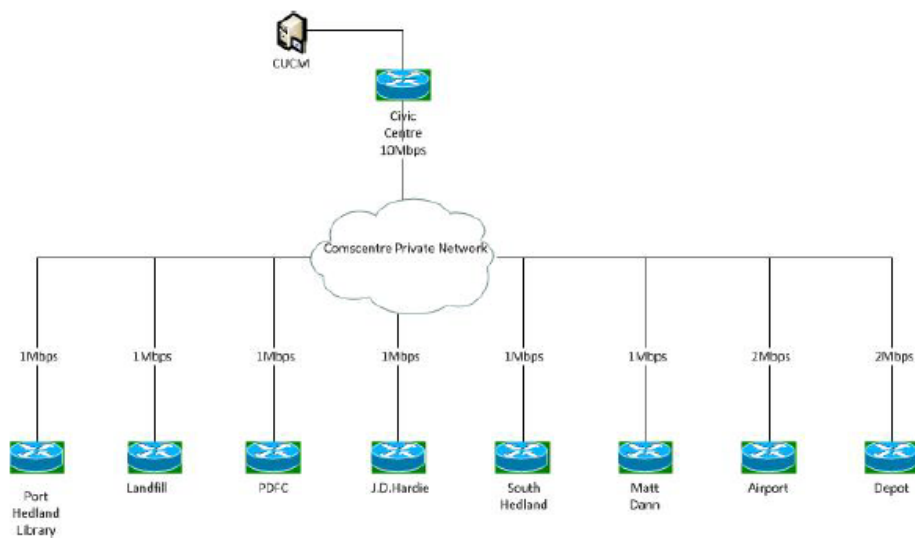
- Easy-to-use software application for mobile handsets that extends communications applications and services to mobile phones and smartphones
- Ability to streamline the communication experience, enabling real-time collaboration for mobile employees and across the enterprise

The Cisco Unified Business Attendant Console

Offers a large set of features including:

- A call queuing engine
- Busy status
- Directory search capabilities that are integrated into the Cisco Unified Communications Manager directory.

Network Recommendations



Ethernet Private Network:

Our suggestion would be, to provide most of the sites with at least 1 Meg and the main/busy sites at least 2 meg over a Private Network. We would suggest Airport has diverse feeds seeing as it has a requirement for 24/7 uptime and redundancy. Landfill has one person and is going expand to 2 people at some stage, thus may not need to increase link from its current size. A further concern is with landfill is, its distance to the nearest exchange is fair.

We would suggest Town of Port Hedland maintains the library current internet links for public use, as this will create a demarcation point for security between TOPH Private Network and public Internet usage.

New Cost analyses

Proposed monthly figure

Call Manager - \$4 368.00 Rental over 36 months or \$99 000 outright purchase

Monthly support for Call Manager-\$1003.50

Once off Call Flow Reconfiguration as part of Call Manager build -\$5000.00

- Current Calls to Mobiles - \$4 000.00

With GSM if 50% of calls are to company Fleet Mobiles – Save \$2000 a month day one off Telstra Bill

Network

Please note that the final costs need to be quantified with the supplier, but these are a very accurate estimate.

- VPN new network - +_ \$12 000.00 pm

Installation and rebuild of current network, once off \$12 000.00

- SHDSL Routers for VPN – once off \$1600.00
- ISDN 10 at Airport and 100 Number DDI \$350 a month
- 4 x Antenna - \$4800.00 – 110 MPH rated



Town of Port Hedland

Network Audit

Version 1.2
September 10, 2010

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1. Introduction

1.1. Purpose of this document

This document is an analysis of the Town of Port Hedland councils current network infrastructure which is used for both data and voice. This audit will reflect the network capabilities of all sites

The document is being created an analysis around the continuing issues with voice and data throughout the network.

1.2. Scope of this Document

The scope of work for this document is to analyse the Local Area Network and Wide Area Network of the Town of Port Hedland council. This document will not be used to analyse systems infrastructure, security or any other subjects not pertaining to the LAN or WAN.

1.3. Definitions

GRE Tunnels	Protocol which allows a remote network to appear as if it is right next door. Used mainly to link sites over either the internet or networks that do not or cannot use routing protocols
Routing Protocols	Allow networks to find a path from one point to another. They are the GPS for a network.
Quality of Service (QoS)	Marking of information to define the information with a priority setting as it leaves a router or switching device.
Wide Area Network	A private network that allows reliable and constant connections between sites over a vast area. These are effectively virtual private links between sites. This allows for Quality of Service to be used over the links so that applications and voice can work faster and more reliably.
Local Area Network	A network that is within the local premises.
Cisco Communications Manager	Cisco Communications Manager is the central control system, similar to a PABX, for a Cisco Voice over IP solution. It comes in two versions Communications Manager for Medium to Large companies and Communications Manager Express for Small to Medium companies.
SCCP (Skinny Client Control Protocol)	SCCP is a protocol which is used by Cisco IP Phones to communicate with Cisco Communications Manager systems to make calls or use applications associated with the system.
RTP (Real-Time Transport Protocol)	RTP is used to transport voice and multimedia across the network and internet.
DSLAM	Device which connects ADSL/DSL services to a Provider so they can allow this person access to a Private Network or the Internet. These are found in Telstra Exchanges.
Dynamic Multipoint VPN (DMVPN)	DMVPN provides an easy and scalable way to create large and small IPsec VPNS across multiple sites.

2. Revision History

Name of Modifier	Date Modified	Notes	Revision #
Rejohn Ronald A. Cuares	Sept. 6, 2010	Create the first draft of TOPH network audit report.	1.0
Rejohn Ronald A. Cuares	Sept. 9, 2010	Submitted the second revision of the report.	1.1
Rejohn Ronald A. Cuares	Sept. 10, 2010	Submitted the third revision of the report.	1.2

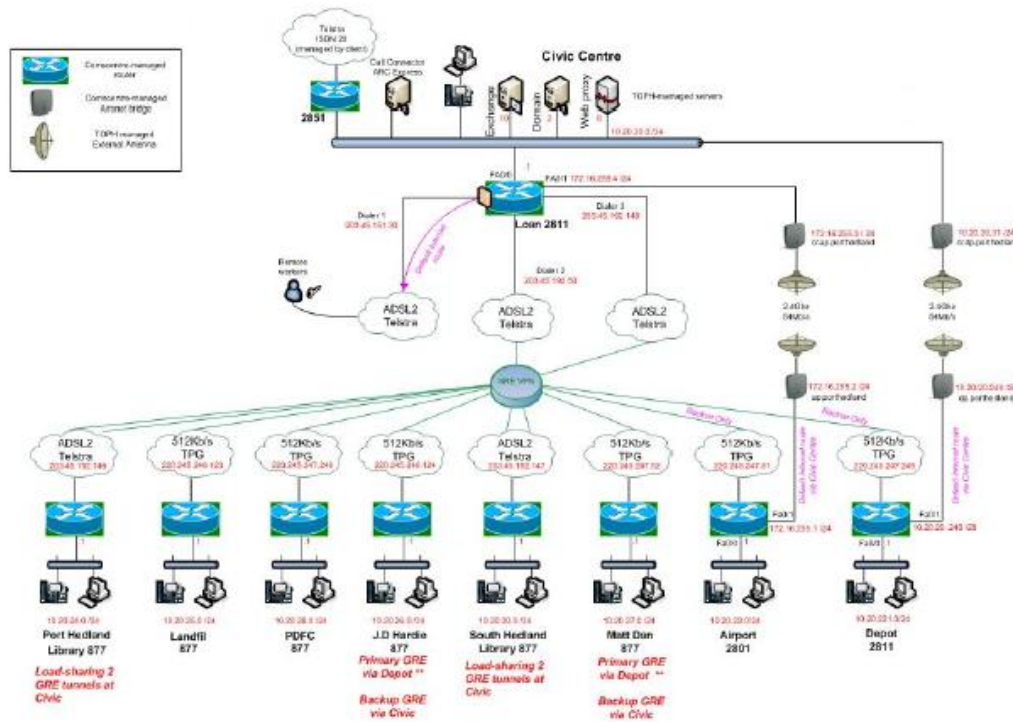
3. Network Overview

3.1. Data Network Overview

Town of Port Hedland has a multi-site network infrastructure dispersed across the local region of Port Hedland.

The headquarters being Civic Centre has three ADSL Internet links and hosts the majority of the services like email, proprietary applications, telephony and many more.

Diagram 1: Diagram of the current Town of Port Hedland network.



3.2. Voice Network Overview

This section is included to explain how the voice network effects the outcome of the network audit. The voice network operates over the data network therefore it is effectively part of the data network and its analysis.

The current voice network is being controlled off one Cisco Communications Manager Express in the Civic Centre. This controls voice for all sites, excluding depot, across the TOPH network. Depot also has a Cisco Communications Manager Express controlling its phones.

This system uses the protocol SCCP to control the phones and uses RTP to send the voice/video via the network an internal phone or voice gateway. These protocols rely on a very stringent set of rules to allow them to transport voice and video. This is especially important for voice due to the instantaneous nature of speech and need for it to arrive in the order it left. This means that the underlying network infrastructure needs to have the capability for the network traffic to be regulated by QoS and priority given to Voice traffic over all other traffic.

4. Background of Issues

Tickets that been created for Town of Port Hedland and investigated by Comcentre. Currently the main site with issues is the Depot site but previously there have been issues at South Hedland Library and with the Airport Wireless Link. Quite a few of these tickets have been closed for good but as you will notice some have been repetitive issues.

Ticket Numbers relating to Airport Link issues:

- 118659 - Wireless Link Issues
- 99537 - Phones cutting out
- 95011 - Internet, email, phones experience large delay

Ticket Number relating to Depot issues:

- 115532 - Depot network / phones slow again
- 114745 - Voice Quality/Slow Connection Issues
- 114593 - Voice Quality/Slow Connection Issues

Ticket Numbers relation to South Hedland Library issues:

- 119164 - Call Quality issues
- 116162 - Voice Quality issues
- 115583 - Phone and Data issues

After a comprehensive investigation carried out by the auditor which includes testing, actual site visits and discussions with the IT head/personnel, the auditor has come up with the following issues to for further discussions and for point of actions to be taken.

- Voice quality is very bad most of the times.
- Intranet access is slow
- Airport wireless connection goes down at least once a week. Moreover, failover route (thru GRE tunnel) does not work when the wireless bridge goes down. To fix this issue, the wireless bridge has to be reloaded.
- No inter-office connectivity, thus they can't call other sites.
 - Examples:
 - Matt Dan site cannot access Port Hedland Library, Landfill and South Hedland Library.
 - South Hedland Library cannot access Matt Dan, JD Hardie and Landfill.
 - Remote access users can't connect to all sites when connected to VPN.

5. Network Audit

This section will provide an understanding of how the current network is being utilised.

5.1. Network Infrastructure

The table below shows all site and the infrastructure at each.

Civic Centre has two routers. One router is configured to control all of the inter-site traffic and the other router is configured as the voice router for the majority of the Town of Port Hedland network.

Sites	Router
Civic Centre	2851
	2851
Airport	2801
Depot	2811
JD Hardie	877
Landfill	877
Matt Dan	877
PFDC	877
South Hedland Library	877
Port Hedland Library	877

5.2. Network Connections

All connections for Town of Port Hedland are ADSL 1 or ADSL 2 links which connect to the internet. These links are then connected back to the Civic Centre via GRE tunnels to allow each site to connect to the Civic Centres servers and voice system.

The Civic Centre has three ADSL 2 links.

- The first ADSL link is dedicated for remote access VPN, email and web browsing.
- The second and third ADSL links the Town of Port Hedland's remote sites consisting of - Airport, Depot, JD Hardie, Landfill, Matt Dan, PFDC, Port Hedland Library and South Hedland Library.
- Additionally, the headquarters site, Civic Centre, has a wireless connection to the two sites namely Airport and Depot as the primary link and for redundancy as well.

The table below displays all sites and their connected links and the speeds of each connection.

Site	Connection Types	Bandwidth (DL/UL)
Civic Centre	ADSL 2	20Mbps/1Mbps
	ADSL 2	20Mbps/1Mbps
	ADSL 2	20Mbps/1Mbps
Airport	ADSL 1	1.5Mbps/512Kbps
Depot	ADSL 1	1.5Mbps/512Kbps
JD Hardie	ADSL 1	1.5Mbps/512Kbps
Landfill	ADSL 1	1.5Mbps/512Kbps
Matt Dan	ADSL 1	1.5Mbps/512Kbps
PFDC	ADSL 1	1.5Mbps/512Kbps
South Hedland Library	ADSL 2	20Mbps/1Mbps
Port Hedland Library	ADSL 2	20Mbps/1Mbps

5.3. Router Configuration

The below table has the current configuration of all Comcentre managed routers on the Town of Port Hedland WAN.

These configurations have been attached separately to this document in a zip file.

5.4. Application Analysis

For the purposes of the audit, Comcentre installed an application flow analyser. The flow analyser is a bandwidth monitoring and network forensics tool which provides in-depth visibility into the trends of network traffic. This flow analyser also allows for application analysis and this can be used to determine which applications and the amount of traffic generated across the inter-site links.

The diagrams below display information that was collected over a period of approximately 4 weeks from the 7th of August 2010 until the 6th of September 2010.

Diagram 2: The top 10 applications in use over the period.

This shows that the TCP_App category is the most heavily utilised application category over the WAN links of the Town of Port Hedland. The TCP_App category is an automatic category of applications that cannot be identified by the network analyser.

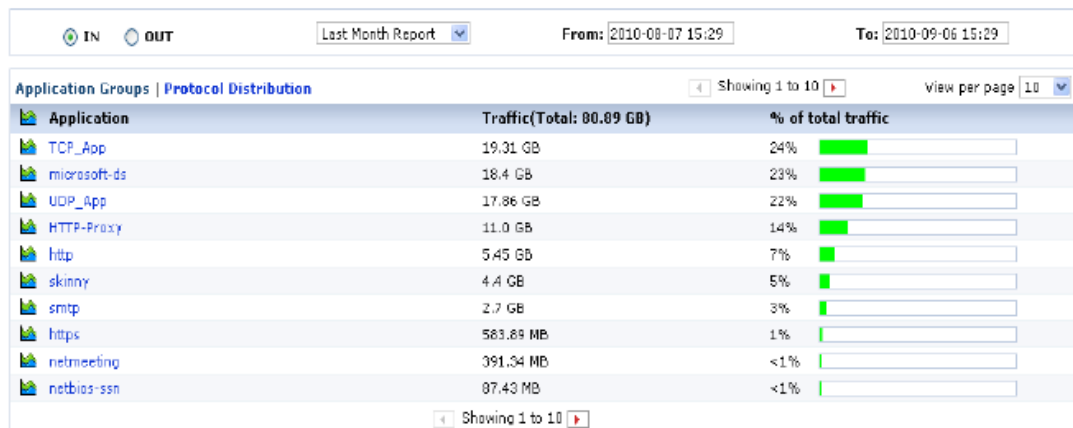


Diagram 3: Drilled down view of the TCP_App application category.

After investigating the TCP_App category it can be determined that the traffic from the TCP_App category is either from the Exchange server - 10.20.20.10 or the WSUS/Anti-virus Server - 10.20.20.8.

Civic Centre 2651 Internet Gateway --> GigabitEthernet0/0

Traffic Application Source Destination QoS Conversation NBAR CBQoS

Top Application IN Report - TCP_App From: 2010-08-07 15:29 To: 2010-09-06 15:29

Group by: None Showing 1 to 25 View per page 25

Src IP	Dst IP	Application	Port	Protocol	DSCP	Traffic(10.13 GB)	Percent
10.20.20.8	10.20.24.51	TCP_App	*	TCP	Default	2.38 GB	13%
10.20.20.8	10.20.24.23	TCP_App	*	TCP	Default	2.32 GB	13%
10.20.20.8	10.20.24.12	TCP_App	*	TCP	Default	2.15 GB	12%
10.20.20.10	10.20.22.99	TCP_App	*	TCP	Default	1.8 GB	10%
10.20.20.2	10.20.30.10	TCP_App	*	TCP	Default	1.66 GB	9%
10.20.20.10	10.20.22.85	TCP_App	*	TCP	Default	958.12 MB	5%
10.20.20.10	10.20.22.52	TCP_App	*	TCP	Default	669.84 MB	4%
10.20.20.10	10.20.22.66	TCP_App	*	TCP	Default	555.36 MB	3%
10.20.20.10	10.20.22.118	TCP_App	*	TCP	Default	462.05 MB	3%
10.20.20.10	10.20.22.75	TCP_App	*	TCP	Default	324.39 MB	2%
10.20.20.10	10.20.22.112	TCP_App	*	TCP	Default	295.19 MB	2%

Diagram 4: Drilled down view of the Microsoft-ds application category.

Microsoft-DS (Microsoft Directory Services) is a port used for file sharing. In Windows 2000/XP/2003, Microsoft added the possibility to run SMB directly over TCP/IP, without the extra layer of NetBIOS over TCP/IP. For this particular application, they use TCP port 445.

Civic Centre 2651 Internet Gateway --> GigabitEthernet0/0

Traffic Application Source Destination QoS Conversation NBAR CBQoS

Top Application IN Report - microsoft-ds From: 2010-08-07 15:29 To: 2010-09-06 15:29

Group by: None Showing 1 to 25 View per page 25

Src IP	Dst IP	Application	Port	Protocol	DSCP	Traffic(17.95 GB)	Percent
10.20.20.9	10.20.22.52	microsoft-ds	445	TCP	Default	4.65 GB	26%
10.20.20.9	10.20.22.79	microsoft-ds	445	TCP	Default	3.61 GB	20%
10.20.20.9	10.20.22.62	microsoft-ds	445	TCP	Default	2.09 GB	12%
10.20.20.9	10.20.22.96	microsoft-ds	445	TCP	Default	1.67 GB	9%
10.20.20.9	10.20.22.100	microsoft-ds	445	TCP	Default	718.88 MB	4%
10.20.20.9	10.20.22.85	microsoft-ds	445	TCP	Default	602.41 MB	3%
10.20.20.9	10.20.22.81	microsoft-ds	445	TCP	Default	552.84 MB	3%
10.20.20.9	10.20.22.54	microsoft-ds	445	TCP	Default	396.53 MB	2%
10.20.20.9	10.20.22.57	microsoft-ds	445	TCP	Default	382.07 MB	2%
10.20.20.9	10.20.22.112	microsoft-ds	445	TCP	Default	360.0 MB	2%
10.20.20.9	10.20.22.53	microsoft-ds	445	TCP	Default	318.95 MB	2%
10.20.20.9	10.20.22.60	microsoft-ds	445	TCP	Default	318.95 MB	2%
10.20.20.18	10.20.22.10	microsoft-ds	445	TCP	Default	246.47 MB	1%
10.20.20.8	10.20.22.58	microsoft-ds	445	TCP	Default	225.93 MB	1%
10.20.20.9	10.20.22.80	microsoft-ds	445	TCP	Default	213.23 MB	1%
10.20.20.9	10.20.22.88	microsoft-ds	445	TCP	Default	182.3 MB	1%
10.20.20.9	10.20.22.68	microsoft-ds	445	TCP	Default	174.03 MB	1%
10.20.20.9	10.20.22.66	microsoft-ds	445	TCP	Default	164.86 MB	1%
10.20.20.9	10.20.22.65	microsoft-ds	445	TCP	Default	156.05 MB	1%
10.20.20.9	10.20.22.75	microsoft-ds	445	TCP	Default	132.98 MB	1%
10.20.20.9	10.20.22.58	microsoft-ds	445	TCP	Default	104.03 MB	1%
10.20.20.9	10.20.22.56	microsoft-ds	445	TCP	Default	95.98 MB	1%
10.20.20.9	10.20.30.55	microsoft-ds	445	TCP	Default	76.36 MB	<1%
10.20.20.9	10.20.22.118	microsoft-ds	445	TCP	Default	73.31 MB	<1%
10.20.20.9	10.20.26.50	microsoft-ds	445	TCP	Default	64.89 MB	<1%

Diagram 5: Drilled down view of the UDP_App application category.

UDP_App category is just like TCP_App. This means that the software doesn't recognize the application. After drilling down into the UDP_App category and found out that most of the traffic is voice packets. This is figure out thru the DSCP marking. By default, Cisco IP Phones mark the voice traffic (audio) with DSCP value EF (express forwarding) and the upstream device which is usually a router with QoS configured transport the voice traffic with the highest priority.

The query also shows traffic with a DSCP marking as Default. A Default DSCP marking means traffic is categorized as best effort or no priority (DSCP value of 0).

Civic Centre 2851 Internet Gateway --> GigabitEthernet0/0

Action(s) More Reports Dashboards

Traffic Application Source Destination QoS Conversation NBAR CBQoS

Top Application IN Report - UDP_App From: 2010-08-07 15:29 To: 2010-09-06 15:29 Back

Resolve DNS Group by None Showing 1 to 25 View per page 25

Src IP	Dst IP	Application	Port	Protocol	DSCP	Traffic(17.47 GB)	Percent
10.20.20.18	10.20.22.71	UDP_App	>	UDP	Default	16.05 GB	92%
203.45.151.30	120.152.220.75	UDP_App	<	UDP	Default	155.95 MB	1%
203.45.151.30	123.3.243.9	UDP_App	<	UDP	Default	113.19 MB	1%
10.20.20.40	10.20.22.116	UDP_App	>	UDP	EF	62.13 MB	<1%
203.45.151.30	110.140.114.188	UDP_App	<	UDP	Default	61.8 MB	<1%
203.45.151.30	120.155.101.219	UDP_App	<	UDP	Default	54.27 MB	<1%
10.20.20.40	10.20.22.115	UDP_App	>	UDP	EF	51.71 MB	<1%
10.20.20.3	10.20.22.1	UDP_App	<	UDP	CF	34.00 MB	<1%
10.20.20.56	10.20.22.113	UDP_App	<	UDP	EF	33.4 MB	<1%
10.20.20.18	10.20.22.79	UDP_App	<	UDP	Default	32.69 MB	<1%
10.20.20.128	10.20.22.93	UDP_App	<	UDP	EF	29.72 MB	<1%
10.20.20.3	10.20.27.50	UDP_App	<	UDP	Default	27.24 MB	<1%
10.20.20.214	10.20.22.115	UDP_App	>	UDP	EF	23.97 MB	<1%
10.20.20.74	10.20.22.91	UDP_App	>	UDP	EF	22.1 MB	<1%
10.20.20.5	10.20.20.255	UDP_App	<	UDP	Default	20.7 MB	<1%
10.20.20.40	10.20.22.55	UDP_App	<	UDP	EF	19.48 MB	<1%
203.45.151.30	110.141.127.61	UDP_App	<	UDP	Default	18.32 MB	<1%
10.20.20.133	10.20.22.103	UDP_App	<	UDP	EF	17.68 MB	<1%
10.20.20.64	10.20.22.113	UDP_App	<	UDP	EF	17.55 MB	<1%
10.20.20.3	203.58.7.164	UDP_App	>	UDP	CS6	17.10 MB	<1%
10.20.20.133	10.20.22.116	UDP_App	>	UDP	EF	16.17 MB	<1%
10.20.20.159	10.20.22.120	UDP_App	<	UDP	EF	15.99 MB	<1%
10.20.27.50	10.20.22.120	UDP_App	<	UDP	Default	15.31 MB	<1%
203.45.151.30	203.58.7.164	UDP_App	<	UDP	CS6	15.18 MB	<1%
10.20.20.46	10.20.22.105	UDP_App	<	UDP	EF	14.42 MB	<1%

Diagram 6: HTTP-Proxy and http application categories

HTTP-Proxy, HTTP and HTTPS categories are for web browsing traffic. Town of Port Hedland has its own local proxy server at Civic Centre and this proxy server forwards all request to MessageLabs Hosted Web Security Services on TCP port 3128. All clients have proxy settings configured on their web browser setup through Active Directory group policy.

HTTP-Proxy	11.0 GB	14%	<div style="width: 14%;"></div>
http	5.45 GB	7%	<div style="width: 7%;"></div>

Diagram 7: Drilled down view of the Skinny application category.

The skinny category refers to Cisco Skinny Client Control Protocol. This protocol is used between Cisco Call Manager Express and Cisco IP Phones. The IP address of the Civic Centre Cisco Call Manager Express server is 10.20.20.3.

Src IP	Dst IP	Application	Port	Protocol	DSCP	Traffic (3.65 GB)	Percent
10.20.20.3	10.20.22.109	skinny	2000	UDP	EF	489.37 MB	13%
10.20.20.3	10.20.22.115	skinny	2000	UDP	EF	229.61 MB	6%
10.20.20.3	10.20.22.116	skinny	2000	UDP	EF	224.53 MB	6%
10.20.20.3	10.20.22.55	skinny	2000	UDP	EF	213.17 MB	6%
10.20.20.3	10.20.22.108	skinny	2000	UDP	EF	211.91 MB	6%
10.20.20.3	10.20.22.93	skinny	2000	UDP	EF	187.51 MB	5%
10.20.20.3	10.20.22.91	skinny	2000	UDP	EF	174.21 MB	5%
10.20.20.3	10.20.22.94	skinny	2000	UDP	EF	159.29 MB	4%
10.20.20.3	10.20.22.103	skinny	2000	UDP	EF	136.49 MB	4%
10.20.20.3	10.20.22.51	skinny	2000	UDP	EF	122.38 MB	3%
10.20.20.3	10.20.22.120	skinny	2000	UDP	EF	120.77 MB	3%
10.20.20.3	10.20.22.110	skinny	2000	UDP	EF	108.82 MB	3%
10.20.20.3	10.20.22.113	skinny	2000	UDP	EF	108.19 MB	3%
10.20.20.3	10.20.22.105	skinny	2000	UDP	EF	98.32 MB	3%
10.20.20.3	10.20.22.101	skinny	2000	UDP	EF	85.87 MB	2%
10.20.20.3	10.20.25.50	skinny	2000	UDP	EF	82.84 MB	2%
10.20.20.3	10.20.22.59	skinny	2000	UDP	EF	76.36 MB	2%
10.20.20.3	10.20.22.106	skinny	2000	UDP	EF	72.83 MB	2%
10.20.20.3	10.20.22.104	skinny	2000	UDP	EF	49.47 MB	1%
10.20.20.3	10.20.22.117	skinny	2000	UDP	EF	44.9 MB	1%
10.20.20.3	10.20.24.50	skinny	2000	UDP	EF	44.76 MB	1%
10.20.20.3	10.20.22.114	skinny	2000	UDP	EF	35.48 MB	1%
10.20.20.3	10.20.30.52	skinny	2000	UDP	EF	31.94 MB	1%
10.20.20.3	10.20.27.54	skinny	2000	UDP	EF	28.34 MB	1%
10.20.20.3	10.20.30.51	skinny	2000	UDP	EF	19.03 MB	1%

Diagram 8: SMTP application category.

The SMTP category refers to the email traffic which run on TCP port 25.

smtp	2.7 GB	3%
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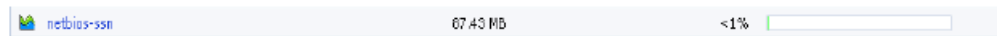
Diagram 9: Drill down view of the Netmeeting application category.

At first it was assumed Netmeeting referred to Microsoft videoconferencing software embedded into the Microsoft Desktop within Windows XP. However, after an analysis of the netmeeting category the information collected shows that this has nothing to do with videoconferencing but actually refers to Microsoft Remote Desktop Connection which uses TCP port 3389. This application is used for the remote management of Microsoft Windows servers.

Src IP	Dst IP	Application	Port	Protocol	DSCP	Traffic (261.16 MB)	Percent
10.20.20.18	10.20.22.80	netmeeting	3389	TCP	Default	109.14 MB	42%
10.20.20.10	10.20.22.80	netmeeting	3389	TCP	Default	48.97 MB	19%
10.20.20.17	10.20.22.65	netmeeting	3389	TCP	Default	24.92 MB	10%
10.20.20.6	10.20.22.80	netmeeting	3389	TCP	Default	13.7 MB	5%
10.20.20.17	10.20.22.52	netmeeting	3389	TCP	Default	9.51 MB	4%
10.20.20.17	10.20.22.60	netmeeting	3389	TCP	Default	6.49 MB	3%
10.20.20.30	10.10.10.74	netmeeting	3389	TCP	Default	7.96 MB	3%
10.20.20.17	10.20.22.100	netmeeting	3389	TCP	Default	6.0 MB	2%
10.20.20.17	10.20.22.80	netmeeting	3389	TCP	Default	5.01 MB	2%
10.20.20.17	10.20.22.118	netmeeting	3389	TCP	Default	4.52 MB	2%

Diagram 10: SMB application category.

The SMB (Server Message Block) protocol is used among other things for file sharing in Windows NT/2000/XP. In Windows NT it ran on top of NetBT (NetBIOS over TCP/IP), which used the famous ports 137, 138 (UDP) and 139 (TCP).



6. Action taken and Configuration Changes

Town of Port Headland's network topology has gone through various modifications for the past few years for the core purpose of maximum utilization of the capabilities, capacity and functionalities of their network infrastructure. Previous efforts, configurations and other activities conducted relevant to this case were considered and reviewed during the course of the audit, to be able to identify the possible root cause of the issues now confronting Town of Port Hedland's IT management team.

The main objective of this audit is to ascertain the issues and problems of TOPH's network infrastructure and at the same time, deliver the needed recommendations/actions for the optimization of TOPH's IT facilities.

The following are the actions that have been taken to rectify the issues/concerns previously mentioned. These changes will help stabilize the network but in the below recommendations section it stipulates what should be the minimum requirement to make this network stable and reliable into the future.

- One of the major issues being investigated by this audit was the router configurations. The router configurations were believed to be causing some of the issues on the network. After extensive testing was conducted, it was concluded that the routers had been through many revisions of configuration changes which led to all of the routers having some form of misconfiguration applied to them.

To resolve this, the routers were re-configured from scratch. All devices managed by Comscentre were configured with Comscentre's standard configuration procedures. For future reference, old configs that were overwritten were saved and backed up to Comscentre's backup server.

- During investigation of wireless issue it was found that there is an obstruction between the wireless line of sight for the Airport and the Civic Centre. This is the cause of the random wireless connection outages.

From the images below, it is evident that the CCTV laser and the metal shed attenuate the wireless signal strength, thus it is highly recommended to elevate the wireless antenna above these to mitigate this issue.

Diagram 11: Wireless bridge photos were taken at the Airport site.



- Create two Dynamic Multipoint VPN (DMVPN) groups. Then terminate group 1 to Dialer 2 and group 2 to Dialer 3 on Civic Centre’s router. In this way, the three Internet links are fully utilized. Dialer1 is devoted for remote access VPN, browsing, email, etc. Kindly refer below for the network topology.

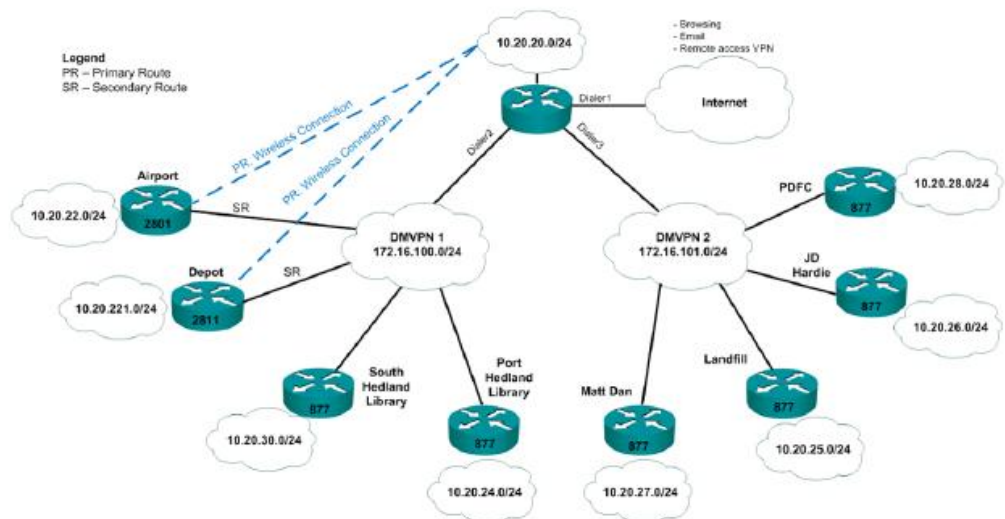
DMVPN is the recommended approach in a scenario of this nature due to the requirement for inter-office connectivity.

DMVPN provides an easy and scalable way to create large and small IPsec VPNs by combining GRE tunnels, IPsec encryption, and Next Hop Resolution Protocol (NHRP). This will also reduce the number of GRE Tunnel interfaces configured on all routers and remove unnecessary static routes. With this change it will be prudent to change the dynamic routing protocol from RIPv2 to EIGRP. EIGRP routing protocol is the most efficient routing protocol, it also consumes less bandwidth than RIPv2.

With the creation of DMVPN’s, Remote users will now be able to access all sites when connected via VPN (using Cisco’s VPN Client).

The DMVPN with EIGRP also allows for the configuration of a failover route on the Airport router. This configuration allows for situations when the wireless connection is down, traffic from the Airport to the Civic Centre will utilize the DMVPN link as failover.

Diagram 12: Example of new network diagram after configuration of DMVPN’s across TOPH’s network.



- QoS has been applied on all routers with the policies specified below.

To ensure maximum utilization, constant monitoring of the traffic is highly recommended, this is particularly relevant when new additional applications are to be added across the council. If an application has been added and there are issues with the voice quality due to the additional of this application then the QoS policy has to be revised to accommodate the new applications needs across the network.

The table below shows the configuration of QoS for a site that has 20Mbps/1Mbps internet link has the following QoS policy:

Call Control	Allocate 10% bandwidth
Voice stream	Dedicate 300kbps (Low Latency Queuing)
RDP	Allocate 20% bandwidth
Browsing	Allocate 100kbps. Bandwidth exceeded drop (Traffic policing).

The table below shows the configuration of QoS for a site that has 1.5Mbps/512Kbps internet link has the following QoS policy:

Call Control	Allocate 10% bandwidth
Voice stream	Dedicate 200kbps (Low Latency Queuing)
RDP	Allocate 20% bandwidth
Browsing	Allocate 100kbps. Bandwidth exceeded drop (Traffic policing).

The new configuration changes listed above are attached in a zip file separate to this document.

7. Summary

During the course of the five-day audit it was discovered that some router misconfiguration had been causing issues on the Comcentre's managed devices. To resolve this matter, the devices were reconfigured and are now successfully operating. However, it is recognized that this doesn't completely resolve the voice and data quality issues. The main cause of the issues is due to the limited bandwidth of the internet links at most of the sites.

The QoS applied on all routers alleviates prioritisation issues on the links between sites. This prioritisation of traffic on the interface will only help within the router but once the traffic leaves the interface it is no longer prioritised and this is due to the each site having only and internet link to connect it to other sites. If these links were on a private network the prioritisation of traffic would be guaranteed from one site to another, but with these links being connected directly to the internet this priority is not guaranteed nor is it maintained once the traffic leaves the interface to travel to another site.

The audit has shown that while there have been some issues with misconfiguration of devices, with possible line of sight issues for the wireless links and priority issues for voice across the WAN links. Whilst these issues have caused some ongoing problems the major issue is the underlying network.

This is due to the internet links which connect most sites together, whilst cheap, these links are extremely unreliable and traffic across them cannot be prioritised once it leaves the router. They cannot be relied upon for sites that require data or voice traffic quickly and reliably. These type of links, due to their nature, have caused issues for sites such as the Library's, where the voice quality has been terrible and access to the library system has been extremely slow an unreliable.

8. Recommendations

Most of the reliability and speed issues currently experienced by the Town of Port Hedland council are related to the slower speed internet links for some sites. The other issue is the prioritisation and reliability of traffic traversing across these links.

With the nature of the internet to be a best effort system, it cannot be relied upon for mission critical traffic to traverse it, because there is always the chance that it will be dropped without explanation.

Also there are no SLA's for traffic prioritisation or uptime on internet links.

This is especially important when utilising voice traffic across these links. This is because voice speech traffic runs via the UDP protocol. UDP is a connectionless protocol, this means that once the packet is sent it is forgotten about. If the packet drops during its travels to the other side it never gets there. This would mean that during a voice conversation a letter or, even depending on the amount of information lost, a whole word could be lost. This would mean that the person would need to repeat themselves.

The second issue with the voice protocol is that the packets need to arrive in the same order as they leave. Otherwise when someone talks it can sound like they are talking underwater or, in an even worse situation, it can sound like a terrible mobile phone conversation.

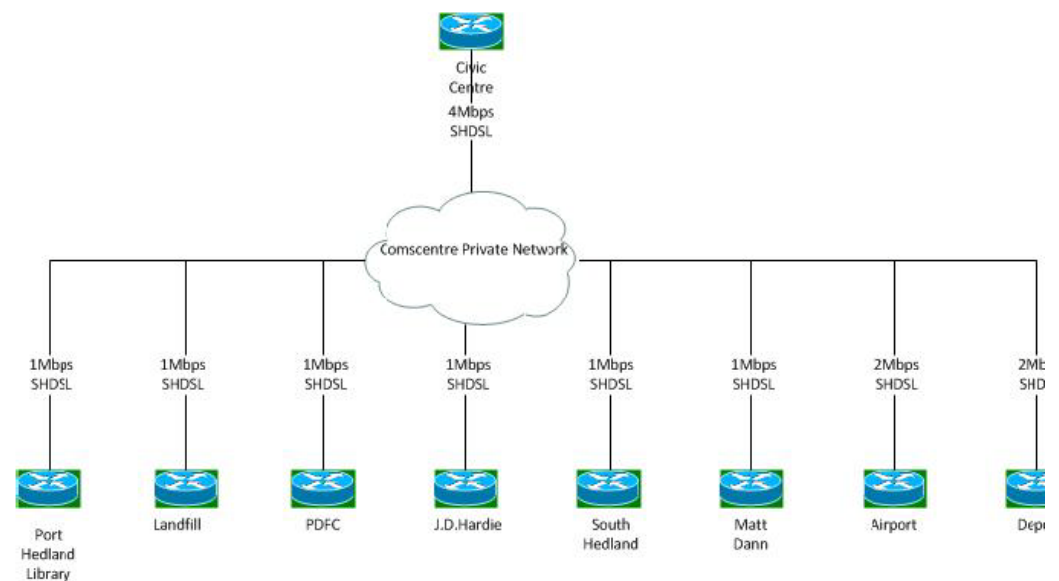
With the current network these issues are very likely to happen due to the uncontrollable nature of the internet links that are at each site.

Therefore the recommendation of the audit is for the Town of Port Hedland to purchase a Private Network.

The current recommendation would be that Civic Centre has a 4M SHDSL link into the private network so they can handle the bandwidth needed by the other sites. Due to the requirements of the Depot and Airport site it would be worthwhile to have a 2M SHDSL link at both sites. The other sites would be best suited with a 1M SHDSL service. This assumes that all site are capable of having the above links provided from their local exchanges.

These would then be connected together via a Private Network to give the capability to QoS traffic and also offer reliable speeds of traffic across the network.

Diagram 13: Example of the Proposed Private Network



11.4.2 Governance**11.4.2.1 *Roy Hill Infrastructure Community Development Plan - Establishment of the Roy Hill Infrastructure /Council Community Partnership Working Group (File No.: .../...)***

Officer	Paul Martin Acting Chief Executive Officer
Date of Report	17 September 2010
Disclosure of Interest by Officer	Nil

Summary

This item presents Council with the draft Community Development Plan for Roy Hill Infrastructure (a subsidiary of Hancock Prospecting).

The report seeks Council's in principle agreement with the plan and recommends establishment of a working group to formally identify opportunities for working together on community initiatives.

Background

Council has received briefings on the development of the Roy Hill project from representatives from Hancock Prospecting over the recent time. This item focuses upon their proposed Community Development Plan which is a requirement of their State Agreement.

Consultation

Hancock Prospecting representatives

Statutory Implications	Nil
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Policy Implications	Nil
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Strategic Planning Implications

The Roy Hill Pty Ltd Community Development Plan is consistent with the following statements in Council's 2010 – 2015 Strategic Plan:

Key Result Area 4 – Economic Development

Goal 2 – Mining/Roads : That the Town has strong working relationships with the mining industry that are achieving sustainable outcomes for the local community, while minimising negative impacts.

Key Result Area 1 – Infrastructure

Goal 2 – Airport : That the Port Hedland International Airport is recognised as a leading regional airport in the area of passenger and freight movements and customer satisfaction.

Budget Implications

Any budget implications of projects identified by the Working Group would be subject to Council's normal budgeting process.

Officer's Comment

Officers have reviewed a previous draft of the Community Development Plan and provided feedback to align the Plan to local community issues and initiatives including:

- Involvement in the Regional Partnership Agreement
- Establishment of a working group with the Town of Port Hedland
- Participation in the Hedland Economic Forum as a means of engaging in the economic development initiatives being undertaken.
- Support for the development of the Port Hedland International Airport terminal upgrades.

Whilst Hancock Prospecting have advised that a budget for community initiatives will be known in March 2011, it is recommended the Working Group be established to commence identifying opportunity to work together on mutually beneficial projects.

To achieve the objectives of the draft Community Development Plan, a cooperative approach to community development is required. It is recommended that Council approve the establishment of the Roy Hill Infrastructure /Council Community Partnership Working Group with the expressed purpose being to:

- a) Discuss joint initiatives that may be appropriate between Roy Hill Pty Ltd and Council: and
- b) Recommend projects to Council for implementation.

Should Council support this document in principle it would then progress through the relevant State Government approval processes.

Attachments

As the DRAFT Roy Hill Infrastructure Community Development Plan is currently a confidential document, a copy has been circulated to Councillors separately.

201011/113 Council Decision/Officer's Recommendation**Moved:** Cr A A Carter**Seconded:** Cr S Coates**That Council:**

- i) approves in principle the DRAFT Roy Hill infrastructure Community Development Plan;**
- ii) approves the establishment of the Roy Hill Infrastructure/Council Community Partnership Working Group with the expressed purpose being to:**
 - a) identifying mutually beneficial community initiatives which may be appropriate between Roy Hill Infrastructure Pty Ltd and the Town of Port Hedland; and**
 - b) Recommend projects to Council for implementation.**

Note: The Working Group has no delegated authority to make decisions on behalf of Council; and

- iii) appoint Mayor, Councillors A A Carter, G J Daccache, the Town's Chief Executive Officer, and Director Community Development as Council's representatives on the Roy Hill Infrastructure/Council Community Partnership Working Group.**

CARRIED 8/0

ITEM 12 LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL**12.1 Community Development****12.1.1 *JD Hardie Youth Centre Working Group (File No.: 26/05/0012)***

Officer **Bob Tomlins**
Acting Manager
Community Development

Date of Report 20 September 2010

Disclosure of Interest by Officer Nil

Summary

This report recommends the appointment of members of the community to the JD Hardie Youth Centre Working Group. The report recommends a change to the Working Group Terms of Reference in order to accommodate the keen interest from the community. It discusses the challenge of maintaining the momentum of community interest in the Youth Centre.

Background

At its Ordinary Council Meeting held on 8 September 2010, Council adopted new Terms of Reference for the JD Hardie Youth Centre Working Group. These are aimed at giving the Working Group a more substantial and valuable role – namely to drive community participation in planning for the Youth Centre and to promote community ownership.

The new Terms of Reference increased the number of community members from two (2) to nine (9) and noted that representation would be sought from a cross section of the community.

The opportunity to become a community member of the Working Group was advertised widely. In particular, the Coordinator Youth Services spent much time in the community extensively promoting the invitation on a face-to-face basis.

Interested members of the community were invited to attend an Information Evening held at the Civic Centre on 13 September 2010. Deputy Mayor Arnold A Carter opened the proceedings, stepping in for Mayor Kelly A Howlett who was unable to attend. Councillor Jan M Gillingham also attended.

The meeting went well. Its attendance by 32 members of the community indicates a strong community interest in the new Centre. Furthermore, this interest came from a diversity of people – from young

and old, male and female, workers with young people, Indigenous people and people from different cultural backgrounds.

15 formal expressions of interest to join the Working Group were received at the Information Evening. Others have been received subsequently making a total of 20.

Consultation

- Acting Chief Executive Officer
- Acting Director Community Development
- Coordinator Youth Services

Extensive consultation was undertaken within the community to provide information about the opportunity to participate on the Working Group.

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications

Key Result Area 3 – Community Development

Goal 1 Youth and Children - Immediate Priorities:

Convert the JD Hardie Centre into an integrated Youth Centre.

Attract and retain young people in our Town through operating a series of events, information and activities.

Budget Implications Nil

Officer's Comment

The strong community interest expressed so far augurs well for the ultimate success of the Youth Centre. However, it will be important in the coming months to maintain and grow the momentum of this interest. Each participating community member will need to feel that they have genuine opportunities to make a worthwhile contribution that is valued by the Town of Port Hedland and others.

As such, it would be counter-productive to exclude from the Working Group any community member who has expressed an interest in being one of the nine (9) representatives. For this reason it is proposed to amend the Terms of Reference to include all those who seek to join.

The challenge will be to structure the Working Group so that it can work effectively whilst accommodating a large membership. One option might be to have some of the business conducted in smaller groups with a coming together to feedback and be part of the larger group decision making process. It would be important to get some input from the community members themselves on the structure they would like to see.

Because effective management of the community members is critical to maintaining their commitment over time, it will be imperative that Council Officers and Elected Members have a clear and shared understanding of how the business of the Working Group will be conducted. This is particularly important because, as the nature of community participation unfolds, further adjustments to the structure and operation of the Working Group are likely to be required.

It is proposed that the Officers and Elected Members on the Working Group meet prior to Working Group meetings to clarify both content and process of the meetings.

Attachments

Nil

201011/114 Council Decision/Officer's Recommendation**Moved:** Cr A A Carter**Seconded:** Cr J Gillingham**That Council:**

- 1. Amend the Terms of Reference for the JD Hardie Youth Centre Working Group as follows:**

**Under 'Working Group Membership', delete
"Nine (9) community members, and replace with
Any number of community members, at the discretion of
Council"**

- 2. Appoint the following community members to the JD Hardie Youth Centre Working Group:**

- . Mitchell Blake (young person and HYLC)**
- . Mark Davis (Creating Communities)**
- . Angela Dey (Child Protection)**
- . Clare Dimer (Youth Justice Team)**
- . Brad Holder (young person and HYLC)**
- . Kathy Holt (Children's Services)**
- . Ray Holt (SH Police – Community Policing)**
- . Prem Kothalanka (young person, Indian Community)**
- . Kerie Loo (interested community member)**
- . Sandor Thor Meszaros (parent)**
- . Trilok Modi (young person)**
- . Hannah Nelson (young person and HYLC)**
- . Mitchell Roberts (young person)**
- . Jake Ross (young person)**
- . Daniel Russell (young person with a disability)**
- . Jacqueline Simon (parent)**
- . David Sullivan (young person and HYLC)**
- . Tim Turner (worker with young people)**

- . Julie Whatley (young person and Child Protection)
 - . Gnungala Yarren-Clantor (worker with young people)
 - . Ayla Steward (Youth Justice Officer)
3. Require Officers and Elected Members appointed to the Working Group to meet prior to Working Group meetings to clarify both content and process.
 4. Request the next meeting of the JD Hardie Youth Centre Working Group be held in the week beginning 11 October 2010, following the end of the school holidays.

CARRIED 8/0

ITEM 13 MOTIONS OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN

Nil.

ITEM 14 CONFIDENTIAL ITEMS

Nil.

ITEM 15 APPLICATIONS FOR LEAVE OF ABSENCE**201011/115 Council Decision/Officer's Recommendation**

Moved: Cr A A Carter

Seconded: Cr S Coates

That the following Application for Leave of Absence:

- **Councillor G J Daccache from 6 October to 30 October 2010**
- **Councillor J Gillingham from 24 September to 12 October**

be approved

CARRIED 8/0

ITEM 16 CLOSURE**16.1 Date of Next Meeting**

The next Ordinary Meeting of Council will be held on Wednesday 13 October 2010, commencing at 5.30 pm.

16.2 Closure

There being no further business, the Chairman declared the meeting closed at 6:25 pm.

Declaration of Confirmation of Minutes

I certify that these Minutes were confirmed by the Council at its Ordinary Meeting of _____

CONFIRMATION:

MAYOR

DATE