

Ordinary Meeting of Council

Paraburdoo



PUBLIC ATTACHMENTS

16 February 2021

Ashburton Hall
Ashburton Avenue
Paraburdoo

1.00pm



The Shire of Ashburton 10 year Strategic Community Plan (2017-2027) provides focus, direction and represents the hopes and aspirations of the Shire.

Our Vision

We will embrace our unique Pilbara environment and lifestyle through the development of vibrant, connected and active communities that have access to quality services, exceptional amenities and economic vitality.



STRATEGIC DIRECTIONS

1. Vibrant and Active Communities
2. Economic Prosperity
3. Unique Heritage and Environment
4. Quality Services and Infrastructure
5. Inspiring Governance



The Shire of Ashburton respectfully acknowledges the traditional custodians of this land.

**PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
11 DECEMBER 2020**



**SHIRE OF ASHBURTON
PUBLIC MINUTES**

**Onslow Sports Club
Third Avenue
Onslow**

**11 December 2020
1.00 pm**

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SHIRE OF ASHBURTON

ORDINARY MEETING OF COUNCIL

The Chief Executive Officer recommends the endorsement of these minutes at the next Ordinary Meeting of Council.



Mr Kenn Donohoe
Chief Executive Officer

Date: 15.12.2020

These minutes were confirmed by Council as a true and correct record of proceedings of the Ordinary Meeting of Council on the 11 December 2020.

Presiding Member: _____

Date: _____

DISCLAIMER

The resolutions contained in the Minutes are subject to confirmation by Council. The Shire of Ashburton warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Ashburton for any act, omission or statement or intimation occurring during a Council meeting.

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1. DECLARATION OF OPENING

The Presiding Member declared the meeting open at 1.00 pm.

1.1 ACKNOWLEDGEMENT OF COUNTRY

As representatives of the Shire of Ashburton Council, we respectfully acknowledge the local Indigenous people, the traditional custodians of this land where we are meeting upon today and pay our respects to them and all their elders both past, present and emerging.

2. ANNOUNCEMENT OF VISITORS

The Presiding Member welcomed Mr and Mrs Neil and Judy Baker and Ms Janette Bevan to the gallery.

3. ATTENDANCE

3.1 PRESENT

Elected Members:	Cr K White Cr D Diver Cr P Foster Cr M Lynch Cr J Richardson Cr R de Pledge Cr M Gallanagh	Shire President (Presiding Member) Onslow Ward Deputy Shire President, Tom Price Ward Tom Price Ward Tom Price Ward Tablelands Ward Ashburton Ward Pannawonica Ward
Staff:	Mr K Donohoe Mr J Bingham Mr A Majid Mrs C McGurk Mr M Khosravi Mr A Sheridan Mrs M Lewis	Chief Executive Officer Director Corporate Services Director Development Services Director Projects and Procurement Director Infrastructure Services Acting Director Infrastructure Services Council Liaison Officer
Guests:	Mr and Mrs Neil and Judy Baker Ms Janette Bevan	
Members of Public:	There were no members of the public in attendance at the commencement of the meeting.	
Members of Media:	There were no members of the media in attendance at the commencement of the meeting.	

3.2 APOLOGIES

Cr L Rumble Paraburdoo Ward

3.3 APPROVED LEAVE OF ABSENCE

Cr D Dias Paraburdoo Ward

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4. QUESTION TIME

4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

The following questions were taken on notice at the Ordinary Meeting of Council 10 November 2020 and the following responses have been provided.

**4.1.1 Name: Rueben Taniora
Address: PARABURDOO**

Question: The SOA have identified in the 2020 Community Services Key Strategies Road Map projects to help support community infrastructure and communities aspirations and deliverables. What is the SOA long term vision for community clubs and delivering accessible facilities to our volunteer clubs, including the provision of an accessible replacement clubrooms for the Paraburdo Amateur Swimming Club that was not reinstated in the 2017 Paraburdo CHUB revitalisation project. The PASC originally had their own clubrooms in the Paraburdo Sports Pavilion from 1982 – 2017. What timeframe in the foreseeable future will the PASC be given to identify our priorities regarding a replacement clubrooms and an opportunity to participate in the decision making processes for the future sustainability of the club?

Response: Extensive Consultation with Paraburdo Community and Sporting groups for the Paraburdo Chub was conducted back in 2016 to 2017 when consultations concluded. (Feedback from Paraburdo Amateur Swim Club will be provided as an attachment).

Paraburdo Amateur Swimming Club (PASC) representative at the time was Ms Claire Potter, the PASC did not have a clubroom as such, a donga that was used for storage located at the Quentin Broad Swimming Pool Facility. This donga was condemned and was removed as part of the CHUB redevelopment. A new store has been provided to club in the new Paraburdo Hub.

The intention of CHUB was to be a shared space for all groups in Paraburdo and not separate clubrooms. Below is feedback from PASC in relation to feedback regarding clubrooms.

“Main club room, kitchen, bar and verandah. Would welcome the opportunity to hire, use space for function such as quiz night, meetings, training etc. Swim club currently has 104 swimmers and 186 members. Large group function space required – Multipurpose facility and or clubroom use as a rental user – as required.”

The Saints Football Club currently have a lease over the clubroom area but they also support local community groups to utilise the space by booking arrangements.

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Shire of Ashburton's long term financial plan has no allowances for a clubroom for the Paraburdoe Amateur Swimming Club at this time and will not be funded in the immediate future.

**4.1.2 Name: Reuben Taniora
Address: PARABURDOO**

Question: The Paraburdoe Amateur Swimming Club currently have a Lease agreement with the SOA comprising Lot 555, Deposited Plan 411246 for a storage unit located at the Community CHUB. Recently the SOA installed a gate and lock, restricting all vehicle access to the Community CHUB storage units. We would like to know if there is a possibility the Swim Club could obtain a separate key under the current lease arrangement to gain vehicle access to the storage unit, without having to obtain the key from the SOA Facilities Department or the current Pool Staff during office hours?

Response: For equity and to maintain the security of Shire assets, issuance of a key for the gate lock to access the rear of the Community HUB is not supported. Shire staff will kindly make arrangements as required to ensure timely access to the leased storage unit.

4.2 PUBLIC QUESTION TIME

5. APPLICATIONS FOR LEAVE OF ABSENCE

Council Decision

MOVED: Cr R de Pledge

SECONDED: Cr M Gallanagh

That Council approve the application for Approved Leave of Absence for Cr Foster between the dates of 5 February 2021 through to 13 March 2021, he will be absent for the Ordinary Meeting of Council to be held 16 February 2021.

CARRIED 7/0

6. DECLARATION BY MEMBERS

6.1 DUE CONSIDERATION BY COUNCILLORS TO THE AGENDA

All Councillors noted that they had given due consideration to all matters contained in the Agenda presently before the meeting.

**6.2 DECLARATIONS OF INTEREST
Councillors to Note**

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

(a) In a written notice given to the Acting Chief Executive Officer before the Meeting

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or;

- (b) At the Meeting, immediately before the matter is discussed.

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

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

NOTES ON DECLARING INTERESTS (FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have an interest in a matter.

These notes are included in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measured in money terms. There are exceptions in the *Local Government Act 1995* but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc.), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in 6.2(b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
 - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the *Local Government Act 1995*; or
 - 6.2 Where the Minister allows the Councillor to participate under s.5.69 (3) of the *Local Government Act 1995*, with or without conditions.

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Declarations of Interest provided:

Item Number/ Name	Type of Interest	Nature/Extent of Interest
12.2 MINING ACT 1968 TENEMENT REFERRALS – 28 OCTOBER - 25 NOVEMBER 2020		
Cr Gallanagh	Financial	The nature of my interest is 'myself and my husband are employed by Rio Tinto, have company housing and shares in Rio Tinto'. The extent of my interest is 'Financial, we have shares of greater value than \$10,000 in Rio Tinto'.
Cr Lynch	Indirect Financial	The nature of my interest is 'I am an employee and tenant of Rio Tinto'. The extent of my interest is 'I am paid a salary by Pilbara Iron'.
Cr Foster	Indirect Financial	The nature of my interest is 'Indirect Financial'. The extent of my interest is 'My partner is employed by Rio Tinto and receives a salary, my partner owns Rio Tinto shares, and as a family we live in a Rio Tinto property paying reduced rent and utilities to Rio Tinto'.
Cr Diver	Indirect Financial	The nature of my interest is 'I am employed by Rio Tinto'. The extent of my interest is 'I receive a salary, I also receive subsidised utilities (water /power) and rent as part of my salary package'.

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Item Number/ Name	Type of Interest	Nature/Extent of Interest
19.1 CONFIDENTIAL ITEM – RAIL INTERFACE AGREEMENTS		
Cr Gallanagh	Financial	The nature of my interest is 'Myself and my husband are employed by Rio Tinto, have company housing and shares in Rio Tinto'. The extent of my interest is 'Financial, we have shares of greater value than \$10,000 in Rio Tinto'.
Cr Lynch	Indirect Financial	The nature of my interest is 'I am an employee and tenant of Rio Tinto'. The extent of my interest is 'I am paid a salary by Pilbara Iron'.
Cr Foster	Indirect Financial	The nature of my interest is 'Indirect Financial'. The extent of my interest is 'My partner is employed by Rio Tinto and receives a salary, my partner owns Rio Tinto shares, and as a family we live in a Rio Tinto property paying reduced rent and utilities to Rio Tinto'.
Cr Diver	Indirect Financial	The nature of my interest is 'I am employed by Rio Tinto'. The extent of my interest is 'I receive a salary, I also receive subsidised utilities (water /power) and rent as part of my salary package'.
Cr de Pledge	Financial	The nature of my interest is 'I have shares with Fortescue Metals Group'. The extent of my interest is 'I have shares of greater value than \$10,000 with FMG'.

Dear Mr Bingham

I refer to your correspondence dated 4 December 2020 and advise that, in accordance with authority delegated by the Minister for Local Government, I have approved your application, under section 5.69(3) of the Local Government Act 1995 (the Act).

12.2 MINING ACT – 1978 TENEMENT REFERRALS – 28 OCTOBER – 25 NOVEMBER 2020

The Department notes that at least two (2) of the disclosing Councillors are required to achieve a quorum. Accordingly, approval to participate is provided to the councillors with the lowest level of declared interest, those being Cr Lynch and Cr Diver.

This approval allows the above members to fully participate in the discussion and decision making relating to the following item at the Shire's Ordinary Council Meeting of 11 December 2020:

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12.2 MINING ACT – 1978 TENEMENT REFERRALS – 28 OCTOBER – 25 NOVEMBER 2020

Subject to the following conditions:

1. The approval is only valid for the 11 December 2020 Ordinary Council Meeting when agenda item 12.2 is considered;
2. The abovementioned Councillors must declare the nature and extent of their interests at the abovementioned meeting when the matter is considered, together with the approval provided;
3. The CEO is to provide a copy of the Department's letter of approval to the abovementioned Councillors;
4. The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the abovementioned meeting, when the item is considered;
5. The CEO is to provide a copy of the confirmed minutes of the abovementioned meeting to the Department, to allow the Department to verify compliance with the conditions of this approval; and
6. The approval granted is based solely on the interests disclosed by the abovementioned Councillors, made in accordance with the application. Should other interests be identified, these interests will not be included in this approval and the financial interest provisions of the Act will apply.

19.1 CONFIDENTIAL ITEM – RAIL INTERFACE AGREEMENTS

The Department notes that at least three (3) of the disclosing Councillors are required to achieve a quorum. Accordingly, approval to participate is provided to the councillors with the lowest level of declared interest, those being Cr Lynch, Cr Diver and Cr De Pledge.

This approval allows the above members to fully participate in the discussion and decision making relating to the following item at the Shire's Ordinary Council Meeting of 11 December 2020:

19.1 CONFIDENTIAL ITEM – RAIL INTERFACE AGREEMENTS

Subject to the following conditions:

1. The approval is only valid for the 11 December 2020 Ordinary Council Meeting when agenda item 19.1 is considered;
2. The abovementioned Councillors must declare the nature and extent of their interests at the abovementioned meeting when the matter is considered, together with the approval provided;
3. The CEO is to provide a copy of the Department's letter of approval to the abovementioned Councillors;
4. The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the abovementioned meeting, when the item is considered;
5. The CEO is to provide a copy of the confirmed minutes of the abovementioned meeting to the Department, to allow the Department to verify compliance with the conditions of this approval; and
6. The approval granted is based solely on the interests disclosed by the abovementioned Councillors, made in accordance with the application. Should other interests be identified, these interests will not be included in this approval and the financial interest provisions of the Act will apply.

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7. ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS WITHOUT DISCUSSION

There were no announcements by the Presiding Member and Councillors without discussion at this meeting.

8. PETITIONS / DEPUTATIONS / PRESENTATIONS

Cr Peter Foster JP

- Wednesday 11th November, Remembrance Day Service at Tom Price Senior High School, as Councillor, laid wreath on behalf of the Shire of Ashburton.
- Monday 23rd November 2020, WALGA Pilbara Zone Meeting, as elected Member for Shire of Ashburton, Deputy Chair.
- Tuesday 24th November 2020, Mountain View Sporting Club Inc Committee Meeting, as Treasurer, Shire letter discussed.
- Thursday 26th November 2020, Nintirri Centre Committee Meeting, as Secretary, Shire grants and Tom Price Child Care discussed.
- Tuesday 1st December 2020, Tom Price Youth Support Association, as Chairperson, Shire financial assistance discussed.
- Tuesday 1st December 2020, Tom Price Senior High School Emergency Service Cadet Ceremony, as Councillor, presented Community Service Award.
- Wednesday 2nd December, WALGA State Council Meeting, as Deputy Councillor representing Pilbara, Local Government reforms and Transient Worker Accommodation discussed.
- Saturday 5th December, Tom Price Primary School Year 6 Graduation Ceremony, as President representing TPPS P&C, presented an award.
- Wednesday 9th December, Nintirri Centre Committee Meeting, as Secretary, Shire grants and Tom Price Child Care discussed.

8.1 PETITIONS

There were no Petitions for this meeting.

8.2 DEPUTATIONS

There were no Deputations for this meeting.

8.3 PRESENTATIONS

Cr Peter Foster presented 2 plaques on behalf of the Tom Price Senior High School Emergency Services Cadets to the Shire of Ashburton and Tom Price Visitors Centre in recognition of support shown to the unit during 2020.

Shire President Kerry White presented a cheque of \$200,000 to Mr and Mrs Neil and Judy Baker for the Shire's purchase of their Shell collection for which they are still custodian of in Onslow.

Mr and Mrs Baker and Ms Bevan left the meeting at 1.10 pm.

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9. CONFIRMATION OF MINUTES

**9.0.1 UNCONFIRMED MINUTES ORDINARY MEETING OF COUNCIL HELD ON
10 NOVEMBER 2020 (ATTACHMENT 9.0.1)**

Council Decisions

MOVED: Cr P Foster

SECONDED: Cr D Diver

That the Unconfirmed Minutes of the Ordinary Meeting of Council held 10 November 2020, as previously circulated on 13 November 2020 (ATTACHMENT 9.0.1) be confirmed as a true and accurate record subject to the following changes:

**Agenda Item 11.2 CHANGE OF DATE FOR THE DECEMBER 2020
ORDINARY MEETING OF COUNCIL**

From: CARRIED 8/0

To: CARRIED 6/2 Councillor Dias and Rumble voted against the motion.

And

**Agenda Item 16.1 BUS TURN AROUND AREA – FORTESCUE ROAD,
PARABURDOO**

**From: That the meeting proceed to the next item of business and lay this
item on the table.**

**To: That the meeting proceed to the next item of business, and that the
Agenda Item 1.3 lay on the table until the February 2021 Ordinary
Meeting of Council.**

CARRIED 7/0

**9.0.2 MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 26
NOVEMBER 2020**

Council Decisions

MOVED: Cr P Foster

SECONDED: Cr D Diver

That the Unconfirmed Minutes of the Special Meeting of Council held 26 November 2020 (ATTACHMENT 9.0.2) be confirmed as a true and accurate record.

CARRIED 7/0

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9.1 RECEIPT OF COMMITTEE AND OTHER MINUTES

9.1.1 MINUTES OF THE PILBARA COUNTRY ZONE MEETING HELD ON 23 NOVEMBER 2020

Council Decisions

MOVED: Cr P Foster

SECONDED: Cr M Lynch

That the Unconfirmed Minutes of the Pilbara Country Zone Meeting held 23 November 2020 be received.

CARRIED 7/0

9.2 RECEIPT OF COMMITTEE MINUTES – ‘EN BLOC’

Council Decisions

MOVED: Cr P Foster

SECONDED: Cr D Diver

UNCONFIRMED MINUTES ORDINARY MEETING OF COUNCIL HELD ON 8 SEPTEMBER 2020 (ATTACHMENT 9.3.1)

That the Unconfirmed Minutes of the Audit and Risk Committee held 8 September 2020, as previously circulated on 15 September 2020 (ATTACHMENT 9.3.1) be confirmed as a true and accurate record.

REGULATION 17 REVIEW – 2020 PROGRAM

That with respect to the Regulation 17 Review - 2020 Program, the Audit and Risk Management Committee recommends to Council that the program of suggested improvements/opportunities to address the Regulation 17 Risk Audit (ATTACHMENT 7.1B) be adopted and reported quarterly.

CONFIDENTIAL ITEM - UPDATE ON WITTENOOM LITIGATION, USE OF DELEGATION, WITTENOOM STEERING COMMITTEE, SENIOR COUNSEL LEGAL BRIEF AND ADVICE AND ROEBOURNE - WITTENOOM ROAD

That with respect to the Confidential Item – Update on Wittenoom Litigation, Use of Delegation, Wittenoom Steering Committee, Senior Counsel Legal Advice and Roebourne - Wittenoom Road, the Audit and Risk Management Committee recommend Council:

1. Receive the Confidential Item – Update on Wittenoom Litigation, Use of Delegation, Wittenoom Steering Committee, Senior Counsel Brief and Advice and Roebourne - Wittenoom Road (CONFIDENTIAL ATTACHMENTS 8.1A & B) and remain confidential in accordance s5.23 (2)(b) & (d) of the *Local Government Act 1995*; and

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2. Ensure that the Shire management continue to provide Wittenoom related reports to the Audit and Risk Management Committee.

CARRIED 7/0

9.3 RECOMMENDATIONS OF COMMITTEE

All Recommendations of Committee were carried En Bloc – 9.2.

10. AGENDA ITEMS ADOPTED "EN BLOC"

10.1 AGENDA ITEMS ADOPTED 'EN BLOC'

The following information is provided to Councillors for guidance on the use of En Bloc voting as is permissible under the Shire of Ashburton Standing Orders Local Law 2012:

"Part 5 – Business of a meeting

Clause 5.6 Adoption by exception resolution:

- (1) In this clause 'adoption by exception resolution' means a resolution of the Council that has the effect of adopting, for a number of specifically identified reports, the officer recommendation as the Council resolution.*
- (2) Subject to sub clause (3), the Local Government may pass an adoption by exception resolution.*
- (3) An adoption by exception resolution may not be used for a matter;*
 - (a) that requires a 75% majority or a special majority;*
 - (b) in which an interest has been disclosed;*
 - (c) that has been the subject of a petition or deputation;*
 - (d) that is a matter on which a Member wishes to make a statement; or*
 - (e) that is a matter on which a Member wishes to move a motion that is different to the recommendation."*

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11. OFFICE OF THE CEO REPORTS

**11.1 PROGRESS OF IMPLEMENTATION OF COUNCIL DECISIONS STATUS
REPORT FOR NOVEMBER 2020**

FILE REFERENCE:	GV04
AUTHOR'S NAME AND POSITION:	Michelle Lewis Council Liaison Officer
AUTHORISING OFFICER AND POSITION:	Kenn Donohoe Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	25 November 2020
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Agenda Item 11.1 (Minute No 184/2020) Ordinary Meeting of Council 13 November 2020

Summary

The purpose of this agenda item is to report back to Council on the progress of the implementation of Council decisions.

Background

The best practice in governance supports the regular review of Council decisions to ensure that they are actioned and implemented in a timely manner.

Comment

Wherever possible, Council decisions are implemented as soon as practicable after a Council meeting. However, there are projects or circumstances that mean some decisions take longer to action than others.

This report presents a summary of the "Decision Status Reports" for Office of the CEO, Corporate Services, Infrastructure Services, Community Services, Development Services and Projects and Procurement.

ATTACHMENT 11.1

Consultation

Executive Leadership Team

Statutory Environment

Section 2.7 of the Local Government Act 1995 states:

"Role of council

- (1) *The council —*
 (a) *governs the local government's affairs; and*

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(b) is responsible for the performance of the local government's functions.

- (2) Without limiting subsection (1), the council is to —
 (a) oversee the allocation of the local government's finances and resources; and
 (b) determine the local government's policies.”

The above section of the Act notwithstanding, there is no specific legal requirement to present such a report to Council or for Council to receive or consider such a report. Given it is always 'received', it could simply be provided to elected members via weekly or monthly updates, such as in the weekly Information Bulletin.

The decision to retain the report in the Council's monthly agenda is entirely Council's prerogative. Staff acknowledge the critical and ongoing nature of the document, in that Council 'speaks by resolution'.

Financial Implications

There are no known financial implications for this matter.

Strategic Implications

Shire of Ashburton 10 Year Strategic Community Plan 2017- 2027 (Desktop Review 2019)

Goal 05 Inspiring Governance
 Objective 4 Exemplary team and work environment

Risk Management

Risk has been assessed on the basis of the Officers Recommendation.

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Compliance	Unlikely (2)	Insignificant (1)	Low (2)	No noticeable regulatory or statutory impact	Accept Officer Recommendation.

The following Risk Matrix has been applied.

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

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Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be low due to the financial value of the project and the risk to the Shire's reputation. Monthly reporting to Council assists with monitoring actions being undertaken.

Policy Implications

There are no known policy implications for this matter.

Voting Requirement

Simple Majority Required

Officers Recommendation and Council Decision

MINUTE: 217/2020

MOVED: Cr D Diver

SECONDED: Cr M Gallanagh

That with respect to the Council Decisions Status Reports for the month of November 2020, Council receive the report as per ATTACHMENT 11.1.

CARRIED 7/0

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**11.2 USE OF COMMON SEAL AND ACTIONS PERFORMED UNDER
DELEGATED AUTHORITY FOR THE MONTH OF NOVEMBER 2020**

FILE REFERENCE:	GV21 CM02
AUTHOR'S NAME AND POSITION:	Danielle Hurstfield Manager Governance
AUTHORISING OFFICER AND POSITION:	Kenn Donohoe Chief Executive Officer
NAME OF APPLICANT/ RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	27 November 2020
DISCLOSURE OF FINANCIAL INTEREST:	The authors and authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

The purpose of this agenda item is to report to Council for information, use of the Common Seal, actions performed under delegated authority requiring referral to Council and a copy of the Tender Register, for the month of November 2020.

Background

Council has historically sought a monthly update of the more significant activities for the organisation relative to (1) use of the Common Seal, and (2) actions performed under delegated authority requiring referral to Council as per the Shire of Ashburton Delegated Authority Register 2020.

Comment

A report on use of the Common Seal, relevant actions performed under delegated authority and the Tender Register has been prepared for Council. There were no uses of the Common Seal or delegations for the month of November 2020.

**ATTACHMENT 11.2A
ATTACHMENT 11.2B**

Consultation

Relevant officers as listed in the Attachment.

Statutory Environment

Local Government Act 1995

Clause 9.3 of the Shire of Ashburton Town Planning Scheme No. 7
Delegated Authority Register

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Financial Implications

There are no known financial implications for this matter.

Strategic Implications

Shire of Ashburton 10 Year Strategic Community Plan 2017- 2027 (Desktop Review 2019)

Goal 05 Inspiring Governance
Objective 4 Exemplary team and work environment

Risk Management

This item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Low" in light of the report being for information purposes only and the risk can be managed by routine procedures, and is unlikely to need specific application of resources.

Policy Implications

ELM 13 Affixing the Shire of Ashburton Common Seal
FIN12 Purchasing Policy

Voting Requirement

Simple Majority Required

Officers Recommendation and Council Decision

MINUTE: 218/2020

MOVED: Cr D Diver

SECONDED: Cr M Lynch

That with respect to the Use of Common Seal and Actions Performed under Delegated Authority for the month of November 2020, Council receive the reports relating to:

- 1. The use of the Common Seal as per ATTACHMENT 11.2A;**
- 2. Actions performed under delegated authority for the month as per ATTACHMENT 11.2A; and**
- 3. The Tender Register as per ATTACHMENT 11.2B.**

CARRIED 7/0

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12. CORPORATE SERVICES REPORTS

12.1 MONTHLY FINANCE REPORT

FILE REFERENCE:	FM03
AUTHOR'S NAME AND POSITION:	John Bingham Director Corporate Services
AUTHORISING OFFICER AND POSITION:	John Bingham Director Corporate Services
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	30 November 2020
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Agenda Item 12.1 (Minute No. 161/2020) Ordinary Meeting of Council 12 November 2020

Summary

In accordance with Regulation 34 of the *Local Government (Financial Management) Regulations*, the Shire is to prepare a monthly Statement of Activity for consideration by Council.

Background

Regulation 34 of the *Local Government (Financial Management) Regulations* requires the Shire to prepare a monthly statement of financial activity for consideration by Council within two months after the end of the month of the report. In addition administration also presents to Council the following:

- budget amendment register;
- schedule of accounts; and
- credit card payments to Council.

**ATTACHMENT 12.1A
ATTACHMENT 12.1B
ATTACHMENT 12.1C
CONFIDENTIAL ATTACHMENT 12.1D**

End of Financial Year Closing

The figures in the 2020/21 financial reports are provisional in order to provide an estimate of the July 2020 position, pending finalisation of the audit of the 2019-20 accounts. This will mainly impact balance sheet opening and closing amounts (including the brought-forward net current asset figure).

Depreciation is not currently being charged in 2020-21 until after year-end is completed. It is estimated that depreciation charges would increase year to date expenditure by approx. \$5m. Depreciation is a non-cash expense and would not impact closing balances.

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Comment

The following budget variations are recommended for November 2020:

GL/Job No.	General Ledger Description	Current Budget	Variation Amount	Revised Budget	Reason
124463	Urban Roads Renewal	1,134,000	(116,479)	1,017,521	Unspent funds from asphalt resealing project in TP.
NEW	Anzac Memorial Park Landscaping	0	116,479	116,479	New project generated by the footpath works carried out in the area.
AR2012	Tom Price Central Rd Speed Bumps Construction	70,000	(14,750)	55,250	Unspent funds from speed bumps construction project in TP.
NEW	Tom Price Depot Shade Structure	0	14,750	14,750	Shade structure required at the end of the main building covering TP depot staff meeting / toolbox / smokers area.

Rate Refund

Council endorsed a change of valuation method for Transient Workers Accommodation (TWAs) in 2018. Prior to this being implemented all TWAs were rated UV Mining.

In the case of the Brockman 2 Campsite the following refund (due to a decommissioning confirmed by the Valuer Generals Office) of five months, rated as UV – Mining, applies after which a change to GRV – TWAs comes into effect.

Date	Type	Valuation	Rate in the dollar	Rates
30/11/2018	Decommissioned	\$0	\$36.9571	-\$486,977.13
13/09/2018	Receipt	\$2,258,000	\$36.9571	\$834,573.32
30/06/2018	Billing 2018	\$2,258,000	\$36.9571	\$834,537.32

At the time of the change the property owner requested the refund be kept on the accounts and credited against future billing. That arrangement has now changed and the back dated refund is requested.

Consultation

Executive Leadership Team
Finance Team

Statutory Environment

Section 6.4 *Local Government Act 1995*, Part 6 *Financial Management*, and *Regulation 34 Local Government (Finance Management) Regulation 1996*.

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The *Local Government Act 1995* Part 6 Division 4 s 6.8 (1) requires the local government not to incur expenditure from its Municipal Fund for an additional purpose except where the expenditure

(b) Is authorised in advance by resolution*

“Additional purpose” means a purpose for which no expenditure estimate is included in the local government’s annual budget.

*requires an absolute majority of Council.

Financial Implications

Financial implications and performance to budget are reported to Council on a monthly basis.

Strategic Implications

Shire of Ashburton 10 Year Strategic Community Plan 2017-2027 (Desktop Review 2019)

Goal 05 Inspiring Governance
Objective 4 Exemplary team and work environment

Risk Management

Risk has been assessed on the basis of the Officers Recommendation.

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council not accept the Officers recommendation	Unlikely (2)	Insignificant (1)	Low (1-4)	Compliance – 3 Moderate – Non-Compliance with significant regulatory requirements imposed.	Accept Officer Recommendation.

The following Risk Matrix has been applied.

		Risk Matrix				
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Adoption of this item has been evaluated against the Shire of Ashburton’s Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be low due to the financial value of the project and the risk to the Shire’s reputation. Regular monitoring will be undertaken

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with specific procedures and controls engaged throughout the delivery of the project and will be consistently reviewed and managed.

Policy Implications

FIN06 – Significant Accounting Policy

Voting Requirement

Absolute Majority Required

Officers Recommendation and Council Decision

MINUTE: 219/2020

MOVED: Cr D Diver

SECONDED: Cr P Foster

That with respect to the Monthly Financials and Schedule of Accounts Paid, Council:

- 1. Receive the Financial Report for October 2020 ATTACHMENT 12.1A;**
- 2. Approve the following budget amendments:**
 - a. Decrease Capital Expenditure GL no. 124463 Urban Roads Renewal by \$116,479 from \$1,134,000 to \$1,017,521;**
 - b. Increase new Capital Expenditure account Anzac Memorial Park Landscaping by \$116,479 from \$0 to \$116,479;**
 - c. Decrease Capital Expenditure job no. AR2012 Tom Price Central Road Speed Bumps construction by \$14,750 from \$70,000 to \$55,250; and**
 - d. Increase new Capital Expenditure account Tom Price Depot Shade Structure by \$14,750 from \$0 to \$14,750.**
- 3. Receive the Capital Expenditures Progress Tracker as at 30 November 2020 ATTACHMENT 12.1B;**
- 4. Receive the Budget Amendment Register as at 30 November 2020 ATTACHMENT 12.1C;**
- 5. Receive the Schedule of Accounts (November 2020) and Credit Card payments made in the period November 2020 (approved by the Chief Executive Officer in accordance with Delegation DA03-01 Payments from Municipal Fund and Trust Funds) CONFIDENTIAL ATTACHMENT 12.1D; and**
- 6. Authorise the Chief Executive Officer to refund \$486,977.13 to the property owner of assessment no. A49021 – Brockman 2 Campsite.**

CARRIED BY ABSOLUTE MAJORITY 7/0

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12.2 MINING ACT 1968 TENEMENT REFERRALS – 28 OCTOBER - 25 NOVEMBER 2020

Declaration of Interest

Prior to consideration of this Agenda Item:

***Cr Lynch declared an indirect financial interest
Cr Foster declared an indirect financial interest
Cr Diver declared an indirect financial interest
Cr Gallanagh declared a financial interest***

See item 6.2 for details of the interest declared.

RECORDED ON REGISTER GV07

Councillor Lynch and Diver remained in the Chamber in line with the approval given by the Acting Deputy Director General of the Department of Local Government, Sport and Cultural Industries as noted at item 6.2.

Cr Gallanagh and Cr Foster left the room at 1.15 pm due to declarations of interest for confidential item 12.2.

FILE REFERENCE:	ED01
AUTHOR'S NAME AND POSITION:	Janelle Fell Manager Land and Asset Compliance
AUTHORISING OFFICER AND POSITION:	John Bingham Director Corporate Services
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	25 November 2020
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Agenda Item 12.2 (Minute No. 192/2020) – Ordinary Meeting of Council 10 November 2020

Summary

The purpose of this report is to inform Council, for information, of Notices of Application for tenure under the *Mining Act 1968*.

Background

It is a requirement of the *Mining Regulations 1981* (Mining Regs) that application for mining tenements be in the prescribed form, being a Form 21, and lodged within 10 days of marking out (by fixing a post projecting at least 1 m above the ground along with other prescribed actions as per Division 1 – Marking out mining tenements of the Mining Regs).

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A notice in the form of Form 21 is to be served on the Chief Executive Officer of the local government within 14 days of the lodging of the application to which the notice relates.

The period for lodgment of an objection concerning an application over private land is within 21 days of service of the Form 21 or the date notified on the Form 21, whichever is the longer period.

Comment

Mining tenements prescribed under the *Mining Act 1968* include prospecting licences, exploration licences, retention licences, mining leases, general purpose leases and miscellaneous licences.

The Shire receives varying numbers of Form 21 Applications for Mining Tenement each month. Therefore, Shire Officers undertake an assessment of each Notification with any concerning Applications referred to Council. The due diligence assessment includes, but is not limited to:

- Affected Shire assets:
 - Will the licence generate traffic volumes that significantly affect Shire roads
 - Borrow pits
- Bushfire back burning areas
- Aboriginal heritage sites
- Special Control Areas as per the Local Planning Scheme No. 7
 - Wittenoom a particular concern
- Areas used for public recreation
- Land identified for future use or development (landfill, tourism, etc.)
- Traffic management if operating near roads used by travelling public
- Identify landowner/pastoral company
- Identify Aboriginal groups
- European heritage sites – municipal inventory
- Proximity to:
 - Telecommunications
 - Electricity
 - Water
 - Gas pipelines
- General notification of possible permanent and temporary camps.

Twenty (20) Form 21 - Application for Mining Tenement notifications were received between 28 October - 25 November 2020.

Exploration Licences

The Mining Regs imposes a limit on the amount of earth, soil, rock, stone, fluid or mineral bearing substance which may be excavated, extracted or removed to 1,000 tonnes in total. Excavation, extraction or removal in excess of this requires the Ministers written approval.

Exploration Licence notifications received include:

Company	Application No.	Block/s (~80km ²)	Locality
World Metals Pty Ltd	E 47/4463	1 BL	Hamersley Range
A.C.N. 629 923 753 PTY LTD	E 08/3281	64 BL	Ashburton
	E 08/3283	36 BL	Ashburton
AMMM Resources Pty Ltd	E 47/4399	2 BL	Nammuldi North

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Mining Leases

The following kinds of mining operations are prescribed in the Mining Regs:

- open-cut operations;
- underground operations;
- quarrying operations;
- dredging operations;
- harvesting operations;
- scraping operations;
- leaching operations;
- tailing treatment operations;
- Construction activities incidental or conducive to mining operations, including the construction of plant, tailing storage facilities and overburden dumps.

Mining Lease notifications received are:

Company	Application No.	Hectares	Locality	Mineral
FMG Pilbara Pty Ltd	M 47/1610	6,412.000 00 HA	FMG – Hamersley	Iron Ore
	M 47/1611	3,784.000 00 HA	FMG – Hamersley	Iron Ore

Miscellaneous Licences

A miscellaneous licence may be granted for use of land for one or more of the following purposes:

- A road;
- A tramway;
- An aerial rope way;
- A pipeline;

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- A powerline;
- A conveyor system;
- A tunnel;
- A bridge;
- Taking water;
- A search for groundwater;
- Hydraulic reclamation and transport of tailings;
- An aerodrome;
- A meteorological station;
- A Sulphur dioxide monitoring station;
- A communications facility;
- A drainage channel;
- A pump station;
- A minesite accommodation facility;
- A bore;
- A bore field;
- A water management facility;
- A power generation and transmission facility;
- A storage or transportation facility for minerals or mineral concentrate;
- A minesite administration facility;
- A workshop and storage facility;
- A jetty.

Miscellaneous Licence notifications received are:

Company	Application No.	Hectares	Locality	Purposes
API Management Pty Ltd	L 08/199	4,699.75000 HA	Red Hill Station	<ul style="list-style-type: none"> • A bore • A field • A bridge • A pipeline • A power line • A pump station • A road • A search for groundwater • Taking water • A communications facility • A tunnel • A pump station • A water management facility • A power generation and transmission facility • A drainage channel

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Company	Application No.	Hectares	Locality	Purposes
A.C.N. 629 923 753 PTY LTD	L 08/202	245.52000 HA	Ashburton	<ul style="list-style-type: none"> • A bore • A bore field • A bridge • A communications facility • A drainage channel • A minesite accommodation facility • A minesite administration facility • A pipeline • A power generation and transmission facility • A 12Apowerline • A pump station • A road • A search for groundwater • A storage or transportation facility for minerals or mineral concentrate • A tunnel • A water management facility • A workshop and storage facility • Taking water
	L 08/205	359.69000 HA	Ashburton	<ul style="list-style-type: none"> • A bore • A bore field • A bridge • A communications facility • A drainage channel • A minesite accommodation facility • A minesite administration facility • A pipeline • A power generation and transmission facility • A power line • A pump station • A road • A search for groundwater • A storage or transportation facility for minerals or mineral concentrate • A tunnel • A water management facility • A workshop and storage facility • Taking water

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Company	Application No.	Hectares	Locality	Purposes
	L 08/206	365.85000 HA	Ashburton	<ul style="list-style-type: none"> • A bore • A bore field • A bridge • A communications facility • A drainage channel • A minesite accommodation facility • A pipeline • A power generation and transmission facility • A power line • A pump station • A road • A search for groundwater • A storage or transportation facility for minerals or mineral concentrate • A tunnel • A water management facility • A workshop and storage facility • Taking water
	L 08/208	277.46000 HA	Ashburton	<ul style="list-style-type: none"> • A bore • A bore field • A bridge • A communications facility • A drainage channel • A minesite accommodation facility • A minesite administration facility • A pipeline • A power generation and transmission facility • A power line • A pump station • A road • A search for groundwater • A storage or transportation facility for minerals or mineral concentrate • A tunnel • A water management facility • A workshop and storage facility • Taking water

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Company	Application No.	Hectares	Locality	Purposes
	L 08/209	26.23000 HA	Ashburton	<ul style="list-style-type: none"> • A bore • A bore field • A bridge • A communications facility • A drainage channel • A minesite accommodation facility • A minesite administration facility • A pipeline • A power generation and transmission facility • A power line • A pump station • A road • A search for groundwater • A storage or transportation facility for minerals or mineral concentrate • A tunnel • A workshop and storage facility • A water management facility • Taking water
	L 08/212	5,277.61000 HA	Ashburton	<ul style="list-style-type: none"> • A bore • A bore field • A bridge • A communications facility • A drainage channel • A pipeline • A power generation and transmission facility • A power line • A pump station • A road • A search for groundwater • A tunnel • A water management facility • Taking water
	L 08/213	2,933.28000 HA	Ashburton	<ul style="list-style-type: none"> • A bore • A bore field • A bridge • A communications facility • A drainage channel • A pipeline • A power generation and transmission facility • A power line • A pump station

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Company	Application No.	Hectares	Locality	Purposes
				<ul style="list-style-type: none"> • A road • A search for groundwater • A tunnel • A water management facility • Taking water
	L 08/214	3,452.93000 HA	Ashburton	<ul style="list-style-type: none"> • A bore • A bore field • A bridge • A communications facility • A drainage channel • A pipeline • A power generation and transmission facility • A power line • A pump station • A road • A search for groundwater • A tunnel • A water management facility • Taking water
	L 08/215	3,555.15000 HA	Ashburton	<ul style="list-style-type: none"> • A bore • A bore field • A bridge • A communications facility • A drainage channel • A pipeline • A power generation and transmission facility • A power line • A pump station • A road • A search for groundwater • A tunnel • A water management facility • Taking water
	L 08/216	1,663.47000 HA	Ashburton	<ul style="list-style-type: none"> • A bore • A bore field • A bridge • A communications facility • A drainage channel • A minesite accommodation facility • A minesite administration facility • A pipeline • A power generation and transmission facility • A power line

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Company	Application No.	Hectares	Locality	Purposes
				<ul style="list-style-type: none"> • A pump station • A road • A search for groundwater • A storage or transportation facility for minerals or mineral concentrate • A tunnel • A water management facility • A workshop and storage facility • Taking water
Hamersley Iron Pty	L 47/959	28.1500 HA	Brockman No. 2 Mine	<ul style="list-style-type: none"> • A bore • A drainage channel • A pipeline • A road • Taking water
	L 47/958	910.40000 HA	Brockman No. 2 Mine	<ul style="list-style-type: none"> • A bore • A communications facility • A drainage channel • A minesite administration facility • A pipeline • A power generation and transmission facility • A power line • A storage and transportation facility for minerals or mineral concentrate • A workshop and storage facility • Taking water

Prospecting Licences

Prospecting licences are granted subject to conditions including: minerals of economic interest discovered be reported to the Minister; that no ground disturbing equipment be used unless a programme of work has been approved by the Minister; that disturbances to the surface of the land the subject of the prospecting licence are made safe; and, the licence holder takes steps to prevent fire and damage to trees, property or livestock.

ATTACHMENT 12.2

As Exploration Licences 08/3281 and 08/3283 and Miscellaneous Licences 08/202, 08/212, 08/213, 08/215 and 08/216 encroach the Shire controlled and managed Onslow-Peedamulla Road, the Department of Mines, Industry Regulation and Safety will formally refer these to the Shire for comment. Applicant A.C.N. 629 923 753 PTY LTD's proposal appears to be consistent with the Shire of Ashburton's strategic aims and objectives however, the Shire should be satisfied of the Public Road's use and maintenance while retaining unrestricted public access and safety of the roads. An Agreement for the design, construction and maintenance of Onslow-Peedamulla Road to include the following requirements (but not limited to) will be required:

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- Establishing RAV rating required to inform width and integrity;
- Road design including specifications including signage etc;
- Shire inspection schedule;
- Construction materials and testing;
- Construction term;
- Maintenance term;
- Insurance; and
- A.C.N. 629 923 753 PTY LTD being responsible for all costs (including Shire costs) associated with the preparation and implementation of the Agreement.

Alternatively, should the Shire be responsible for maintenance of Onslow-Peedamulla Road, an adequate fee will be required from A.C.N. 629 923 753 PTY LTD to contribute to ongoing maintenance costs associated with use of the road.

Section 64B of the Mining Regulations requires the Notice of application for mining tenement be given to the holder of a pastoral lease, or other lease granted by or on behalf of the Crown for grazing purposes only.

Consultation

Chief Executive Officer
Executive Leadership Team

Statutory Environment

PART IV -- Mining tenements of the Mining Act 1968 sets out the grant and conditions of mining tenements in Western Australia.

Mining Regulations 1981

Regulation 64, Application for mining tenement of the Mining Regulations 1981 (Mining Regs) states that application for mining tenements must be in the prescribed form, being a Form 21 and copies served in accordance with 33 (Application for mining by permit holder), 41 (Application for prospecting licence), 56A (Special prospecting licences), 58 (Application for exploration licence), 70 (Special prospecting licence on an exploration licence), 74 (Application for mining lease), 85B (Special prospecting licence on a mining lease), 91 (Grant of miscellaneous licence) and 118 (Notice of application to be given to lessee of pastoral lease) of the *Mining Act 1968*.

Financial Implications

There are no known financial implications for this matter.

Strategic Implications

Shire of Ashburton 10 Year Strategic Community Plan 2017-2027 (Desktop Review 2019)

Goal 02 Economic Prosperity
Objective 1 Strong local economies

Goal 04 Quality Services and Infrastructure
Objective 1 Quality public infrastructure

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Risk Management

Risk has been assessed on the basis of the Officers Recommendation.

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Damage to natural environment – social performance responsibilities to the community at large	Rare (1)	Moderate (3)	Low (3)	Natural Environment (3) – contained, reversible impact managed by external agencies	Correspondence to all Applicants advising Shire's required considerations
Financial impact to assets	Rare (1)	Minor (2)	Low (2)	Property (2) – localised damage rectified by routine internal procedures	Where asset implications are identified, user agreements will be initiated

The following Risk Matrix has been applied.

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be low due to the State and regulatory controls required for these referrals. Regular monitoring will be undertaken with specific procedures and corrective actions applied.

Policy Implications

Town Planning Scheme No. 7
LPP – Transient Workforce Accommodation

Voting Requirement

Simple Majority Required

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Officers Recommendation and Council Decision

MINUTE: 220/2020

MOVED: Cr D Diver

SECONDED: Cr M Lynch

That with respect to *Mining Act 1968* Tenement Referrals – 28 October – 25 November 2020, Council:

1. Acknowledge the contents of this report;
2. Advise the Department of Mines, Industry Regulation and Safety of the Shire of Ashburton's request to negotiate terms of agreement with A.C.N. 629 923 753 PTY LTD in relation to Exploration Licences 08/3281 and 08/3283 and Miscellaneous Licences 08/202, 08/212, 08/213, 08/215 and 08/216; and
3. Negotiate terms of agreement with A.C.N. 629 923 753 Pty Ltd in relation to Exploration Licences 08/3281 and 08/3283 and Miscellaneous Licences 08/202, 08/212, 08/213, 08/215 and 08/216.

CARRIED 4/1

Councillor Richardson voted against the motion

Cr Foster and Gallanagh returned to the meeting at 1.17 pm. The Presiding Member advised Cr Foster and Gallanagh of the outcome of the vote for item 12.2.

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12.3 NEW POLICY – ELM28 ELECTED MEMBER AND CHIEF EXECUTIVE OFFICER ATTENDANCE AT EVENTS AND FUNCTIONS

FILE REFERENCE:	GV20
AUTHOR'S NAME AND POSITION:	John Bingham Director Corporate Services
AUTHORISING OFFICER AND POSITION:	Kenn Donohoe Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Elected Members
DATE REPORT WRITTEN:	27 November 2020
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

The Shire of Ashburton is required under the *Local Government Act 1995 (Act)*, to adopt an attendance at events and functions policy, and report on attendance at events of Elected Members and the Chief Executive Officer (CEO).

This report recommends Council adopt a new Policy, "*ELM28 - Elected Member and Chief Executive Officer Attendance at Events and Functions*" to meet that compliance requirement.

Background

Section 5.90A of the Local Government Legislation Amendment Act 2019 was passed by Parliament and requires Western Australian local governments to develop a policy related to Elected Member and CEO attendance at events.

A policy has been developed to meet the requirements of the *Act*, and to provide guidance to Elected Members and the CEO, for the acceptance of tickets and invitations to various events. The policy is also designed to clarify who is responsible for the payment of tickets or the equivalent value of the invitation.

Comment

The draft policy is considered to meet the requirements of the *Act*, as well as providing suitable guidance to Elected Members and the CEO for appropriate disclosure and management of acceptance of invitations to events and functions.

It is to be noted that tickets and invitations that fall under this policy are those provided to the Shire, not directly to individual Elected Members. A ticket or invitation provided directly to an Elected Member (as a member of the Council) or to the CEO, by a donor, sits outside of this policy and must therefore be considered as a potential gift to that person and declared as such if it meets the legislated gift requirements.

Consultation

Executive Leadership Team
Manager Governance

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Statutory Environment

Local Government Act S2.7 (Role of council) outlines in (2) (b) that Council determines the local government's policies.

Local Government Act Section 5.90A(2) (Policy for attendance at events) stipulates that attendance at events policy must be adopted by the Council.

- (1) In this section —
event includes the following —
- (a) a concert;
 - (b) a conference;
 - (c) a function;
 - (d) a sporting event;
 - (e) an occasion of a kind prescribed for the purposes of this definition.
- (2) A local government must prepare and adopt* a policy that deals with matters relating to the attendance of council members and the CEO at events, including —
- (a) the provision of tickets to events; and
 - (b) payments in respect of attendance; and
 - (c) approval of attendance by the local government and criteria for approval; and
 - (d) any prescribed matter.

* *Absolute majority required.*

- (3) A local government may amend* the policy.

* *Absolute majority required.*

- (4) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.
- (5) The CEO must publish an up-to-date version of the policy on the local government's official website.

Financial Implications

The application of a Regional Price Preference may result in the Shire awarding contracts that demonstrate best value for money.

Strategic Implications

Shire of Ashburton 10 Year Strategic Community Plan 2017-2027 (Desktop Review 2019)

- Goal 05 Inspiring Governance
- Objective 3 Council leadership
- Objective 4 Exemplary team and work environment

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Risk Management

Risk has been assessed on the basis of the Officers Recommendation.

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That the Shire Elected Members/CEO do not comply with the required policy.	Rare (1)	Minor (2)	Low (2)	Legal & Compliance	Adopt policy as required by the <i>Local Government Act</i> .

The following Risk Matrix has been applied.

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be low due to the risk to the Shire's reputation and identified process to implement.

Policy Implications

There were administrative costs in development of the policy and the preparation of this report, and there will be ongoing administrative costs in monitoring and managing the requirements of the policy.

Voting Requirement

Absolute Majority Required

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Officers Recommendation

That with respect to the New Policy – ELM28 Elected Member and Chief Executive Officer Attendance at Events and Functions, Council:

1. Adopt the New Policy ELM28 Elected Member and Chief Executive Officer Attendance at Events and Functions per ATTACHMENT 12.3; and
2. Note that the policy will be added to the Shire's webpage.

Procedural Motion

MINUTE: 221/2020

MOVED: Cr P Foster

SECONDED: Cr M Lynch

That Council has chosen to move to the next item of business.

CARRIED 7/0

Reason for change: Elected Members have requested this Item be workshopped as per the role of Council for determining policy.

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12.4 POLICY REVIEW – ADM03 - FLYING OF FLAGS, ADM12 - CLOSURE OF CERTAIN FACILITIES – CHRISTMAS AND NEW YEAR, CORP05 - RISK MANAGEMENT, ADM07 – COMMUNICATIONS AND MEDIA, ENG09 - ASSET MANAGEMENT AND FIN07 - INVESTMENTS

FILE REFERENCE:	GV20
AUTHOR'S NAME AND POSITION:	Danielle Hurstfield Manager Governance
AUTHORISING OFFICER AND POSITION:	John Bingham Director Corporate Services
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	25 November 2020
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	(Minute No. 722/2019) Ordinary Meeting of Council 17 December 2019.

Summary

This item seeks Council adoption of reviewed of policies ADM 03 - Flying Of Flags, ADM12 - Closure of Certain Facilities – Christmas And New Year, CORP05 - Risk Management, ADM07 – Communications And Media, ENG09 - Asset Management AND FIN07 – Investments.

Background

The above reviewed policies are provided in **ATTACHMENT 12.4**.

Comment

A summary of findings is detailed below:

- **ADM 03 - Flying Of Flags**
This policy has been reviewed with no amendments recommended.
- **ADM12 - Closure of Certain Facilities – Christmas And New Year**
This policy has been reviewed with no amendments recommended.
- **CORP05 - Risk Management**
This policy has been reviewed and revealed Appendix 1 has not been included. Recommend reinstatement of Appendix 1 - Risk Assessment and Acceptance Criteria, Measures of Consequence, Measures of Likelihood, Risk Matrix, Risk Acceptance Criteria, Existing Controls Ratings.
- **ADM07 – Communications and Media**
This policy has been reviewed and recommendations for amendments to support greater clarity around responsibilities for staff, expectations and conduct of Councillor's and staff and use of Social Media. Additions are highlighted in yellow on the attached draft policy.
- **ENG09 - Asset Management**
This policy has been reviewed with no amendments recommended.
- **FIN07 – Investment**
This policy has been reviewed with no amendments recommended.

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Consultation

Executive Leadership Team
Councillors – Workshop
Managers of function areas

Statutory Environment

Local Government Act 1995

Part 2 – Constitution of local government

Division 2 – Local governments and councils of local governments

2.7. Role of council

(1) *The council —*

(a) governs the local government's affairs; and

(b) is responsible for the performance of the local government's functions.

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

(a) oversee the allocation of the local government's finances and resources; and

(b) determine the local government's policies.

Financial Implications

As detailed in each policy.

Strategic Implications

Shire of Ashburton 10 Year Strategic Community Plan 2017-2027 (2019 Desktop Review)

Goal 05 Inspiring Governance

Objective 3 Council leadership

Objective 4 Exemplary team and work environment

Risk Management

Risk has been assessed on the basis of the Officers Recommendation.

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Compliance Council not endorsing amendments to policy.	Unlikely (2)	Minor (2)	Low (4)	Compliance – contained. Reversible impact managed by internal response.	Accept Officer Recommendation

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The following Risk Matrix has been applied.

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be low due to the Council's understanding of policy importance through workshopping.

Policy Implications

As detailed in each policy.

Voting Requirement

Simple Majority Required

Officers Recommendation and Council Decision

MINUTE: 222/2020

MOVED: Cr D Diver

SECONDED: Cr P Foster

That with respect to the Policy Review – ADM03 - Flying of Flags, ADM12 - Closure of Certain Facilities – Christmas and New Year, CORP05 - Risk Management, ADM07 – Communications and Media, ENG09 - Asset Management and FIN07 – Investments, Council adopt the reviewed policies as detailed in ATTACHMENT 12.4.

CARRIED 7/0

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**12.5 AMENDMENT TO THE DELEGATED AUTHORITY REGISTER 2020/2021
- 6.1.3 FOOD BUSINESS REGISTRATIONS AND 1.1.17 TENDERS FOR
GOODS AND SERVICES**

FILE REFERENCE:	GV20
AUTHOR'S NAME AND POSITION:	Danielle Hurstfield Manager Governance
AUTHORISING OFFICER AND POSITION:	John Bingham Director Corporate Services
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	26 November 2020
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Agenda Item 11.3 (Minute No. 139/2020) Ordinary Meeting of Council 8 September 2020

Summary

This item seeks Council's approval for minor amendments to Delegation Register 6.1.3 to allow the Director Development Services and Manager Building and Health Services to approve Food Business Registrations and 1.1.17 to allow Directors to call tenders and approve variations.

Background

Council reviewed and adopted the Delegations Register at the 8 September 2020 Ordinary Meeting of Council. This review provided an amendment to the format and clear definition of each power that Council delegates, the function and relevant conditions.

Comment

The adopted Delegations Register has now been in place for three months with reporting functions being completed as required. Since this time Officers have identified a number of areas that require amendment for operational efficiencies:

6.1.3 Food Business Registrations

It has been identified that the Director Development Services and Manager Building and Health Services were not included in the register for delegation 6.1.3. This delegation cannot be sub delegated and therefore for Officers to issue licences the power must be delegated by Council direct to Officers. This item seeks a minor amendment to include these two Officers.

ATTACHMENT 12.5A

1.1.17 Tenders for Goods and Services

Add 'function 1' to sub-delegations

Authority to call tenders is currently delegated to the Chief Executive Officer, with no sub delegation to Directors. Operationally requiring the Chief Executive to sign off on every tender is not practical and does not support the intent of the delegation.

ATTACHMENT 12.5B

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Amend Sub-delegation 3

The amendment will mean that Directors can approve individual variations up to their financial authorisation limit of \$249,999 as per the FIN22.

Consultation

Chief Executive Officer
Director Development Services
Director Projects and Procurement

Statutory Environment

Local Government Act 1995

5.42. Delegation of some powers and duties to CEO

- (1) *A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —*
- (a) this Act other than those referred to in section 5.43; or*
 - (b) the Planning and Development Act 2005 section 214(2), (3) or (5).*
- * Absolute majority required.*
- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*

5.43. Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority of the council;*
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;*
- (c) appointing an auditor;*
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;*
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;*
- (f) borrowing money on behalf of the local government;*
- (g) hearing or determining an objection of a kind referred to in section 9.5;*
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;*
- (h) any power or duty that requires the approval of the Minister or the Governor;*
- (i) such other powers or duties as may be prescribed.*

5.44. CEO may delegate powers and duties to other employees

- (1) *A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.*
- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*
- (3) *This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —*
- (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and*
 - (b) the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions imposed by the local government on its delegation to the CEO.*

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- (4) *Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.*
- (5) *In subsections (3) and (4) — conditions includes qualifications, limitations or exceptions.*
- 5.45. *Other matters relevant to delegations under this Division*
- (1) *Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 —*
- (a) *a delegation made under this Division has effect for the period of time specified in the delegation or where no period has been specified, indefinitely; and*
- (b) *any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.*
- (2) *Nothing in this Division is to be read as preventing —*
- (a) *a local government from performing any of its functions by acting through a person other than the CEO; or*
- (b) *a CEO from performing any of his or her functions by acting through another person.*
- 5.46. *Register of, and records relevant to, delegations to CEO and employees*
- (1) *The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.*
- (2) *At least once every financial year, delegations made under this Division are to be reviewed by the delegator.*
- (3) *A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.*
- 9.10. *Appointment of authorised persons*
- (1) *The local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions.*
- (2) *The local government is to issue to each person so authorised a certificate stating that the person is so authorised, and the person is to produce the certificate whenever required to do so by a person who has been or is about to be affected by any exercise of authority by the authorised person.*

Financial Implications

Adoption of the detailed Delegations will have financial implications when each contract is signed, however within framework of the adopted budget

Strategic Implications

Shire of Ashburton 10 Year Strategic Community Plan 2017-2027 (Desktop Review 2019)

Goal 05 Inspiring Governance
Objective 3 Council leadership

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Risk Management

Risk has been assessed on the basis of the Officers Recommendation.

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Compliance	Possible (3)	Minor (2)	Moderate (6)	Some temporary non compliances	Adopt Officer's recommendation for minor amendments as detailed.

The following Risk Matrix has been applied.

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be moderate due to the risk to the Shire's reputation. Adoption of the amendments to the reviewed Delegation Register will ensure Officers have clear framework for decision making and reporting. Regular monitoring will be undertaken with specific procedures for recording and reporting.

Policy Implications

The use of Delegations are supported by various Council policies and identified at each delegation.

Voting Requirement

Absolute Majority Required

Officers Recommendation and Council Decision

MINUTE: 223/2020

MOVED: Cr D Diver

SECONDED: Cr P Foster

That with respect to the Amendment to the Delegated Authority Register 2020/2021 6.1.3 Food Business Registrations and 1.1.17 Tenders for Goods and Services of the Delegated Authority Register, Council adopt amendments contained in ATTACHMENT 12.5A and 12.5B.

CARRIED BY ABSOLUTE MAJORITY 7/0

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12.6 CHANGE OF VENUE FOR THE MARCH 2021 ORDINARY MEETING OF COUNCIL

FILE REFERENCE:	GV04
AUTHOR'S NAME AND POSITION:	Michelle Lewis Council Liaison Officer
AUTHORISING OFFICER AND POSITION:	John Bingham Director Corporate Services
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	2 December 2020
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Agenda Item 11.3 (Minute No 159/2020) Ordinary Meeting of Council 13 October 2020

Summary

The March 2021 Ordinary Council Meeting (OCM) and the Audit and Risk Management Committee Meeting was scheduled to be held at the Council Chambers, Onslow Shire Complex, Second Avenue, Onslow at 1.00 pm on 16 March 2021 as per the Resolution of Council 13 October 2020.

Due to the hall at the Onslow Shire Complex being utilised for childcare services, the Council Meeting will be required to be held at the Onslow Sports Club for March 2021.

Background

In October 2020, Council adopted the meeting schedules for the entire 12 month period from February to December 2021.

This report sets out the proposed location for the Ordinary Meeting of Council and the Audit and Risk Management Committee Meeting to be held on Tuesday 16 March 2021.

Comment

Approval is sought for the change of venue of the Shire of Ashburton's Meetings to be held on Tuesday 16 March 2021 and that the Chief Executive Officer provide public Notice on Notice Boards, the Shire Website and Social Media advertising the venue and address for this meeting.

Consultation

Councillors
Executive Leadership Team

Statutory Environment

Local Government Act 1995

Section 5.3 requires Council to hold an Ordinary Meeting not more than three months apart.

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Section 5.25(g) Local Government Act 1995 indicates regulations may be made concerning the giving of public notice of the date and agenda for council or committee meetings. Local Government (Administration) Regulations 1996

Reg. 12. Meetings, public notice of (Act s. 5.25(1)(g)) (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which:

- (a) the ordinary council meetings; and
- (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.

Financial Implications

There are no known financial implications for this matter.

Strategic Implications

Shire of Ashburton 10 Year Strategic Community Plan 2017- 2027 (Desktop Review 2019)

Goal 05 Inspiring Governance
Objective 3 Council leadership

Risk Management

Risk has been assessed on the basis of the Officers Recommendation.

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Compliance	Unlikely (2)	Insignificant (1)	Low (2)	No noticeable regulatory or statutory impact	Accept Officer Recommendation.

The following Risk Matrix has been applied.

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be low due to the financial value of the project and the risk to the Shire's reputation. Monthly reporting to Council assists with monitoring actions being undertaken.

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Policy Implications

Council Policy ELM01 – Council and Other Meetings

Council Policy ELM09 – Elected Member Information Forums

Voting Requirement

Simple Majority Required

Officers Recommendation and Council Decision

MINUTE: 224/2020

MOVED: Cr P Foster

SECONDED: Cr de Pledge

That with respect to the Change of Venue for the Ordinary Meeting of Council and Audit and Risk Management Committee to be held 16 March 2021, Council:

- 1. Approve the March 2021 meetings venue be changed, to be held at the Onslow Sports Club, Third Avenue, Onslow; and**
- 2. Pursuant to section 5.25(g) of the *Local Government Act 1995*, approve the Chief Executive Officer to give local public notice of the schedule of the meeting date, time and location with Notice Boards, the Shire Website and Social Media.**

CARRIED 7/0

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12.7 PROPOSED TELSTRA TELECOMMUNICATIONS BASE STATION FACILITY - LOT 619 NICKOL AVENUE, PARABURDOO

FILE REFERENCE: NIC.0619

AUTHOR'S NAME AND POSITION: Janelle Fell
Manager Land and Asset Compliance

AUTHORISING OFFICER AND POSITION: John Bingham
Director Corporate Services

NAME OF APPLICANT/RESPONDENT: Visionstream Australia Pty Ltd

DATE REPORT WRITTEN: 4 December 2020

DISCLOSURE OF FINANCIAL INTEREST: The author and the authorising officer have no financial, proximity or impartiality interests in the proposal

PREVIOUS MEETING REFERENCE: Not Applicable

Summary

Visionstream Australia Pty Ltd, on behalf of Telstra, propose to install a Telstra Telecommunication Facility, comprising antennas upon the existing tower, at Lot 619 Nickol Avenue, Paraburadoo.

In accordance with the Mobile Phone Base Station Deployment Code, Telstra is required to notify Council of the form of consultation that will be undertaken in relation to the proposed site.

Background

To improve Telstra coverage to Paraburadoo, Telstra is proposing to install a Telstra Telecommunication Facility at Lot 619 Nickol Avenue, Paraburadoo. The works comprise installation of antennas upon existing site infrastructure, being a tower. The facility proposes to:

- Meet increased demand placed on the network;
- Accommodate growth in Telstra's customer base; and
- Improve and maintain local mobile network services.

Telstra is required to notify Council of the form of community consultation that will be undertaken in relation to the proposed site in accordance with the Mobile Phone Base Station Deployment Code (the Code). The Code requires Telstra to invite Council to comment on:

- The suitability of the draft consultation plan for this community;
- Whether there are any additional key stakeholders who should be included as Interested and Affected Parties; and
- Whether there are any significant events within the community that the Carrier should be aware of in developing the draft consultation plan.

The form of proposed community consultation is documented within the attached consultation plan.

CONFIDENTIAL ATTACHMENT 12.7A

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Comment

The community consultation plan proposes occupiers of the area hachured green be consulted. The area was determined through a 200m radius from the site location based on the potential visual impacts of the site and sensitive land users located near the facility.



Sensitive locations as identified by Visionstream Australia Pty Ltd (Visionstream) include:

- Paraburdoo Primary School
- Karingal Neighbourhood Centre
- Paraburdoo Swimming Pool

Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) provides the following information in [A Guide to the Environmental EME Report](#) (the Guide).

'Wireless base stations and small cells work by sending out RF EME in the form of waves carrying information. When the RF EME reaches objects, including people and animals, some of the energy carried by the waves is deposited in the object. This can lead to heating of the object and, if levels are too high, can cause harmful effects. The ARPANSA RF Standard 4 provides limits of exposure which must be complied with by all radio installations, including wireless base stations and small cells. The limits for EME exposure given in the ARPANSA Standard are intended to provide protection for people of all ages and medical conditions when exposed 24 hours per day, 7 days per week. The EME Report shows the maximum calculated levels for a specific installation and compares them against the exposure limits in the ARPANSA Standard.'

Visionstream have calculated the radiofrequency electromagnetic energy (EME) around the wireless base station using methodology developed by the ARPANSA. The Guide states, *'[t]he values of EME are presented in 3 different units:*

- *volts per metre (V/m) – the electric field component of the RF wave*
- *milliwatts per square metre (mW/m²) – the power density (or rate of flow of RF energy per unit area) 5*
- *percentage (%) of the ARPANSA Standard'*

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ATTACHMENT 12.7B

Each ring on the plan below indicates the 'distance from the site' on the table.



The proposed 4G and 5G transmitting antennas have been calculated. An acceptable exposure limit for the sensitive areas indicated above is a minor percentage of the ARPANSA Standard.

Distance from the site	Electric field (V/m)	Power density (mW/m ²)	Percentage of the public exposure limit
0-50m	1.47	5.72	0.059%
50-100m	1.1	3.24	0.046%
100-200m	1.28	4.33	0.1%
200-300m	1.93	9.88	0.19%
300-400m	1.97	10.24	0.19%
400-500m	1.78	8.39	0.15%

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Community consultation is proposed to be undertaken from 14 December 2020 until EOM January 2021. To ensure Paraburdoo Primary School parents are provided the opportunity to respond, Visionstream will be requested to extend community consultation until mid-February 2021 and undertake community consultation with all residents in Paraburdoo.

Community consultation will include:

- Newspaper Advertisement to typically include:
 - Overview of proposal
 - Overview to consultation process
 - References to information on radio emissions
 - Carrier's phone contact for development/construction issues and for references to EME information
 - An invitation and timeframe for making submissions on the proposed work (10 days)

Telstra pledges to respond in writing to any community feedback:

- Within 2 working days for non-complex issues; and
- For complex enquiries, acknowledgement within 2 working day and a response within 10 working days.

Consultation

Executive Leadership Team
Visionstream Australia Pty Ltd

Statutory Environment

There are no known statutory impediments to the Shire for this matter.

Financial Implications

There are no financial implications relative to this matter.

Strategic Implications

Shire of Ashburton 10 Year Strategic Community Plan 2017-2027 (Desktop Review 2019)

Goal 02 Economic Prosperity
Objective 1 Strong local economies
Objective 2 Enduring partnerships with industry and government

Goal 04 Quality Services and Infrastructure
Objective 1 Quality public infrastructure

Goal 05 Inspiring Governance
Objective 1 Effective planning for the future

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Risk Management

Risk has been assessed on the basis of the Officers Recommendation.

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Natural Environment	Rare (1)	Moderate (3)	Low (3)	Contained, reversible impact managed by external agencies	EME's within tolerance as set out by ARPANSA Standard

The following Risk Matrix has been applied.

Risk Matrix		Insignificant	Minor	Moderate	Major	Catastrophic
Consequence Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be low due to controls put in place by the Australian Radiation Protection and Nuclear Safety Agency.

Policy Implications

There are no known policy implications for this matter.

Voting Requirement

Simple Majority Required

Officers Recommendation and Council Decision

MINUTE: 225/2020

MOVED: Cr P Foster

SECONDED: Cr D Diver

That with respect to Proposed Telstra Telecommunications Base Station Facility - Lot 619 Nickol Avenue, Paraburdoo, Council:

- 1. Acknowledge the Community Consultation Plan and EME Report; and**
- 2. Authorise the Chief Executive Officer to advise Visionstream Australia Pty Ltd, on behalf of Telstra, to:**
 - a. Extend community consultation to all Paraburdoo residences; and**
 - b. Extend the community consultation to mid-February 2021.**

CARRIED 7/0

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13. DEVELOPMENT SERVICES REPORTS

There were no Development Services Reports for this meeting.

14. COMMUNITY SERVICES REPORTS

There were no Community Services Reports for this meeting.

15. INFRASTRUCTURE SERVICES REPORTS

15.1 EMERGENCY GRADING WORKS – ROEBOURNE-WITTENOOM ROAD

FILE REFERENCE: RD.0299

AUTHOR'S NAME AND POSITION: Alan Sheridan
Acting Director Infrastructure Services

AUTHORISING OFFICER AND POSITION: Kenn Donohoe
Chief Executive Officer

NAME OF APPLICANT/RESPONDENT: Not Applicable

DATE REPORT WRITTEN: 2 December 2020

DISCLOSURE OF FINANCIAL INTEREST: The author and the authorising officer have no financial, proximity or impartiality interests in the proposal

PREVIOUS MEETING REFERENCE: Not Applicable

Summary

The purpose of this report is to provide an update regarding Emergency Grading Works on Roebourne-Wittenoom Road and to endorse the actions of the Shire President and the Chief Executive Officer in arranging for these works.

Background

Prior to March 2018, the Shire actively maintained the Roebourne-Wittenoom Road. At that time, the the Roebourne-Wittnoom Rd commenced at the Shire boundary (near Python Pool and terminated at the intersection with the Nanutarra-Munjina Rd (near the former townsite of Wittenoom); a total distance of 208km.

Parts of Roebourne-Wittenoom Rd were declared as a contaminated site by the State Government in 2018. This declaration was due to the road forming part of the Wittenoom Roebourne transport route during the period from 1940 to 1966, and the presence of asbestos along the corridor.

In 2019, Main Roads completed the construction of Stage 3 of the Manuwarra-Red Dog Highway which removed a 48km section of Roebourne-Wittenoom Rd from the local road network. The road now includes the 25.7km from the Shire boundary (near Python Pool) to the new Highway and the 134 km from the Rio Rail Crossing to the Nanutarra-Munjina Rd.

Prior to March 2018, the Shire performed, on average, three maintenance grades of the Roebourne-Wittenoom Rd per year at an annual cost of \$270,000 per year. However, since

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March 2018, no maintenance grading has been undertaken by the Shire. The Shire does not have the equipment or systems in place which would allow for the road to be graded safely.

In August 2019, Main Roads organized for a heavy grade (graders and water trucks) of the Roebourne-Wittenoom Rd. The work was organized with an approved Asbestos Management Plan. That plan required wet grading methods, HEPA filters on all machinery, regular filter changes, asbestos monitoring and an occupational hygienist on site for the duration of the works.

Comment

Over the last three years, the Roebourne-Wittenoom Rd has only been graded once, when it would normally have been graded nine times at a cost of around \$600,000 (\$200,000 per year).

This has resulted in a deterioration of the road through weathering and a loss of road pavement. Sections of the road present unsafe conditions for road users and include large sections of significant corrugations which could cause unfamiliar users to lose control, leading to serious injury or fatalities.

However, large sections of the road can be brought back to a satisfactory condition if maintenance grading is undertaken in the very near future. The road will deteriorate rapidly if work is not undertaken within the immediate future.

It is noted that portions of the road (floodways) are subject to a flood damage repair claim as a result of TC Damien. It is not possible to repair those sections as part of a maintenance grade. These sections will be repaired and reinstated under contract following the wet season.

The contractor who undertook the heavy maintenance grade for Main Roads in August last year (TLC contracting) is available to undertake the work in January 2021. A quote has been obtained in the sum of \$537,360 excl GST. The quote is considered reasonable and is in line with the pre-tender estimate of \$500,000.

The work includes a full wet maintenance grade with 2 graders, 5 water trucks, associated pumping equipment and fixed water storage tanks. The quote includes works in accordance with an approved Asbestos Management Plan, airborne monitoring during the works, a qualified hygienist on-site, traffic control and camp establishment for 13 people.

It is also intended to have a Shire Project Officer on-site for start-up and the first two days of work, followed by site visits during the course of works and a joint site inspection at the conclusion of the works.

Consultation

Executive Leadership Team
Shire President
Councillors

Statutory Environment

Local Government (Functions and General) Regulations 1996 Section 11 (2) (a) states:

“Tenders do not have to be publicly invited according to the requirements of this Division if 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”.

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Local Government Act Section 6.8(1)(c) states:

“A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure is authorised in advance by the mayor or president in an emergency”.

Council’s Purchasing Policy (FIN12) states:

“Emergency purchases are defined as the supply of goods or services associated with:

(a) A local emergency and the expenditure is required (within existing budget allocations) to respond to an imminent risk to public safety, or to protect or make safe property or infrastructure assets; OR

(b) A local emergency and the expenditure is required (with no relevant available budget allocation) **to respond to an imminent risk to public safety, or to protect or make safe property or infrastructure assets in accordance with s.6.8 of the Local Government Act 1995 and Functions and General Regulation 11(2)(a)**; OR

(c) A State of Emergency declared under the *Emergency Management Act 2005* and therefore, *Functions and General Regulations 11(2)(aa), (ja) and (3)* apply to vary the application of this policy. Time constraints, administrative omissions and errors do not qualify for definition as an emergency purchase. Instead, every effort must be made to research and anticipate purchasing requirements in advance and to allow sufficient time for planning and scoping proposed purchases and to then obtain quotes or tenders, as applicable.

“Where goods or services are required for an emergency response and are within scope of an established Panel of Pre-qualified Supplier or existing contract, the emergency supply must be obtained from the Panel or existing contract using relevant unallocated budgeted funds. If there is no existing Panel or contract, then clause 1.4.2(1) Supplier Order of Priority (existing pre-qualified supplier panel, local supplier, tender exempt-WALGA Preferred Supplier) will apply wherever practicable. **However, where due to the urgency of the situation; a contracted or tender exempt supplier is unable to provide the emergency supply OR compliance with this Purchasing Policy would cause unreasonable delay, the supply may be obtained from any supplier capable of providing the emergency supply.** However, an emergency supply is only to be obtained to the extent necessary to facilitate the urgent emergency response and must be subject to due consideration of best value and sustainable practice. The rationale for policy non-compliance and the purchasing decision must be evidenced in accordance with the Shire’s Record Keeping Plan”.

“The CEO is responsible for ensuring that and authorized emergency expenditure under s6.8 is reported to the next ordinary Council Meeting”.

Summary

The works are considered essential to make the infrastructure (ie. the Roebourne-Wittnoom Rd) safe and to preserve the asset against further deterioration.

The preferred contractor, TLC Contracting, undertook a maintenance grade of the Roebourne-Wittnoom Road for Main Roads in August 2019. As such, they are familiar with the local conditions, the location of water bores, have the appropriate equipment and are fully conversant with the systems which are required to undertake the works safely.

Given the requirement to have appropriately fitted machinery and a site specific Asbestos Management plan in place, it is highly unlikely that another contractor could be mobilised to undertake these works at short notice.

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LTC Contracting is on a Main Roads WA pre-qualified panel of providers for civil works and have previously undertaken works (including the grading of Roebourne-Wittenoom Rd) for Main Roads.

In accordance with the Local Government (Functions and General) Regulations 1996 Section 11 (2) (a), the Local Government Act Section 6.8(1)(c) and Council's Purchasing Policy (FIN12), the Shire President and the Chief Executive Officer have approved the award of a contract to TLC Contracting for Emergency Grading works on Roebourne Wittenoom Road. That contract has been awarded and works are scheduled to be undertaken in January 2021.

Financial Implications

The Emergency Works will be funded from the Rural Unsealed Road Maintenance Budget which has a budget allocation of \$1,028,000, and a Year to Date expenditure of \$328,185. However, this budget will require an additional allocation of funds to allow for grading operations to continue for the remainder of the 2020/21 Financial Year. It is proposed to address this during the mid-year financial review.

Strategic Implications

Shire of Ashburton 10 Year Strategic Community Plan 2017-2027 (Desktop Review 2019)

Goal 02 Economic Prosperity
Objective 2 Enduring partnerships with industry and government

Goal 04 Quality Services and Infrastructure
Objective 2 Accessible and safe towns

Risk Management

Risk has been assessed on the basis of the Officers Recommendation.

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Impact of Wet Season – work unable to be undertaken prior to onset of wet season.	Moderate (3)	Moderate (3)	Moderate (9)	\$100,000 - \$1 million	The work has been scheduled for Jan 2021. This is the earliest that it could be organised.

The following Risk Matrix has been applied.

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

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Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be medium due to risks associated with the coming wet season. Risk associated with coming wet season cannot realistically be mitigated. Plan is to undertake works ASAP in January 2021.

Policy Implications

Matters associated with Council's Purchasing Policy (FIN12) have been detailed above.

Voting Requirement

Simple Majority Required

Officers Recommendation and Council Decision

MINUTE: 226/2020

MOVED: Cr D Diver

SECONDED: Cr P Foster

That with respect to the Emergency grading of Roebourne-Wittenoom Road, Council:

- 1. Endorse the actions of the Shire President and Chief Executive Officer in organising for the Emergency Works;**
- 2. Note that, in organising for these works, the Shire President and Chief Executive Officer have acted in accordance with the provisions of the *Local Government (Functions and General) Regulations 1996* Section 11 (2) (a), the *Local Government Act* Section 6.8(1)(c) and Council's Purchasing Policy (FIN12); and**
- 3. Note that a budget adjustment will be required at the mid-year review to provide additional operation funds for the Rural Road Maintenance Program.**

CARRIED 7/0

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16. PROJECTS AND PROCUREMENT

16.1 PILBARA OFFSHORE ISLANDS DRAFT MANAGEMENT PLAN

FILE REFERENCE:	ED02.2
AUTHOR'S NAME AND POSITION:	Alison Lennon Manager Media and Communications
AUTHORISING OFFICER AND POSITION:	Kenn Donohoe Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	30 November 2020
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

This report seeks to inform Council of recent submission by Shire of Ashburton staff in response to the Pilbara Offshore Islands Nature Reserves and Proposed Additions Draft Management Plan 2020.

The Shire supports the Plan and is seeking further studies undertaken to determine the opportunity for tourism in the planning area and recommends identifying a symbiosis between biodiversity, conservation and tourism, using recognised frameworks to assess visitor impacts on the islands, providing site hardening and visitor education in relation to the conservation of the unique flora and fauna and cultural significance of the islands, and low impact tourism development.

Background

The Shire of Ashburton was invited to comment on Pilbara Offshore Islands Nature Reserves and Proposed Additions Draft Management Plan. The Plan outlines management directions of existing and proposed island nature reserves between Exmouth Gulf and Cape Preston within the planning area.

The draft was released for a two-month period (September – November 2020) to provide the public with an opportunity to comment on how the reserves covered by the plan are proposed to be managed over the next 10 years and into the future.

The draft management plan will be reviewed in light of submissions, according to the criteria outlined below. A summary of public submissions will be made available along with the final management plan.

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Comment

The Pilbara offshore Islands include 174 islands in total; 97 islands, islets and rocks that are within 20 existing nature reserves, and an additional 77 small unallocated Crown land (UCL) islands proposed to become nature reserves.

Located in Western Australia's North West with a hot, dry and cyclone-prone environment that has resulted in geologically unique vegetated sand cay islands, less than 12m in elevation and are characterised by foredunes surrounding a central depression. Despite being relatively young (less than 10,000 years old) they provide a refuge for threatened species including the 'critically endangered' eastern curlew, great knot, curlew sandpiper, and are nesting beaches for 'vulnerable' green, flatback and hawksbill turtles and 'endangered' loggerhead turtles.

A systems thinking approach was used to identify, analyse, and make recommendations for suggested alternatives for those aspects of the plan which the Shire wishes to formally address.

This includes a preliminary concept of vesting the larger islands (Long, Anchor, Besserie, Thevenard, Direction, Brodie and Airlie) under the management of the Pilbara Islands Authority under the provisions of a government Act (suggested Pilbara Islands Authority Act) giving it power to control and manage the islands.

The planning area in the management plan spans the area between Exmouth Gulf and Cape Preston and includes over 170 islands, islets and rocks. The islands vary in size dependent on land exposure due to tidal range which can be anywhere between 5,630 hectares and 53,000 hectares. North Muiron, South Muiron and Sunday Island form part of the Ningaloo Coast World Heritage Area and as such, are not included in the proposed changes stated within the management plan. A number of existing nature reserves lie within the boundary of the planning area and are included in the proposed changes stated in the management plan, as are a total of 77 Unallocated Crown Land (UCL) islands in the planning area which are not currently designated reserves.

Tourism is a key economic driver for the Shire, recognised in the Shires' key strategies and supported by reports published by the Pilbara Development Commission, data obtained from REMPLAN (2020) and aligning with key state initiatives such as the Government of Western Australia's 'State Planning Strategy 2050' (2014c). With approximately 365,000 visitors to the Shire in 2019 (Tourism Research Australia, 2020) providing an economic benefit of more than \$150M, almost 30% of the total output of the Pilbara region (REMPAN, 2020), tourism provides an opportunity for intrastate, interstate and international visitors to explore the heritage and culture on land, and marine experiences of the ocean.

However, the change of status of the islands has the potential to inhibit tourism numbers to the Shire, the loss of economic benefit by 10% or 36,000 visitors represents a loss of almost \$15M to the local economy including food and beverage outlets, accommodation providers, fuel outlets, associated fishing revenue streams such as parking and launch fees, and bait and ice.

Community consultation conducted in the process of developing various key strategies between 2017 and 2019 has identified support for the diversification of the economy, in particular the opportunity that tourism provides through cultural, inland and coastal tourism, more products and promotion.

The current global environment in 2020 has highlighted the significance of intrastate travel and the need for a well-developed holistic government strategy, with international visitation to Australia expected to be limited until the end of 2021. Developing tourism product that defines the heritage, culture and great diversity of Western Australia, on land and sea, should be

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fostered with defined management plans developed to ensure limited environmental damage and footprint while sustaining the unique attributes of the islands in the planning area.

The Shire supports tourism in the planning area and recommends identifying a symbiosis between biodiversity, conservation and tourism, using recognised frameworks to assess visitor impacts on the islands, providing site hardening and visitor education in relation to the conservation of the unique flora and fauna and cultural significance of the islands, and low impact tourism development.

The Shire also supports the biodiversity and conservation requirements of the planning area and recognises the unique habitat, its flora and fauna. The planning area is currently well utilised by the community and visitors as a recreational area for boating, fishing, camping and relaxation and as such, the Shire does not support the restriction of visitation to the islands or to accommodation development as proposed in the management plan.

The preliminary vision of the Shire is to develop the Pilbara Islands Authority (PIA) under the provisions of a government Act with the islands of Long, Anchor, Besserie, Thevenard, Direction, Brodie and Airlie vested under the PIA, incorporate environment and conservation friendly accommodation options, low impact onshore and marine activities, a centre for study and engaging hospitality through visitor education and experiential activities in biodiversity conservation and rehabilitation benefitting the community and environment, moorings to facilitate camping at not only South Muiron, Serrurier and Sholl Islands but also the islands in the proposed Authority, and a booking system to manage the carrying capacity of the area within the Authority.

1. Submission Response to the Pilbara Offshore Islands Nature Reserves and Proposed Additions Draft Management Plan 2020.

ATTACHMENT 16.1A

2. Department of Biodiversity, Conservation and Attractions (DBCA) Pilbara Offshore islands nature reserves and proposed additions draft management plan.

ATTACHMENT 16.1B

Consultation

Executive Leadership Team
Manager Media and Communications
Chief Operating Officer Aviation & Tourism

Statutory Environment

There are no known statutory impediments for this matter

Financial Implications

There are known financial implications for this matter.

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Strategic Implications

This item is relevant to the Shire of Ashburton 10 Year Strategic Community Plan 2017-2027 and the Strategic Corporate Plan 2019-2023. In particular, the strategic direction provided for this activity:

Goal 01 Vibrant and Active Communities
Objective 1 Connected, caring and engaged communities
Objective 4 A rich cultural life

Goal 02 Economic Prosperity
Objective 1 Strong local economies
Objective 2 Partnerships with industry and government
Objective 3 Well-managed tourism

Goal 03 Unique Heritage and Environment
Objective 1 Flourishing natural environments
Objective 2 Leading regional sustainability
Objective 3 Celebration of history and heritage

Goal 04 Quality Services and Infrastructure
Objective 1 Quality public infrastructure

Goal 05 Inspiring Governance
Objective 1 Effective planning for the future
Objective 2 Community ownership
Objective 4 Exemplary team and work environment

Risk Management

Risk has been assessed on the basis of the Officers Recommendation.

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Reputation	Low (2)	Minor (2)	Low (4)	Substantiated, localised impact on community trust or low media item	Reputation is managed by following the officer's recommendation and the support to the Shire's Strategic Corporate Plan.
Natural Environment	Moderate (5)	High (12)	Likely (4)	Contained, reversible impact managed by external agencies	Managed by following the officers recommendation

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Financial Impact	Moderate (3)	Moderate (6)	Possible (3)	\$10,000 - \$100,000	Managed by following the officers recommendation
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The following Risk Matrix has been applied.

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be low due to the financial value of the project, compliance requirements and the risk to the Shire's reputation. Regular monitoring will be undertaken with specific procedures and controls engaged throughout the delivery of the project and will be consistently reviewed and managed.

Policy Implications

There are no known policy implications for this matter

Voting Requirement

Simple Majority Required

Officers Recommendation and Council Decision

MINUTE: 227/2020

MOVED: Cr M Lynch

SECONDED: Cr D Diver

That with respect to the Pilbara Offshore Islands Draft Management Plan, Council acknowledge the information that has been submitted to the Department of Biodiversity, Conservation and Attractions (DBCA); and authorise the Chief Executive Office and the Shire President to continue to investigate tourism and development opportunities for the Pilbara Offshore Island Group.

CARRIED 7/0

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16.2 ONSLOW WATER SPRAY PARK

FILE REFERENCE:	THI.0644
AUTHOR'S NAME AND POSITION:	Annie Dobe Facilities Officer Onslow
AUTHORISING OFFICER AND POSITION:	Chantelle McGurk Director Projects and Procurement
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	21 November 2020
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

The purpose of this report is to provide a status update on the Onslow Water Spray Park closure and present a solution and options for budget consideration in relation to the reopening of the facility.

Background

A closure order was placed on Onslow's Water Spray Park on 11 September 2019, by Western Australia Department of Health (DoH) Chief Health Officer (CHO). *Under Health (Miscellaneous Provisions) Act 1911, Health (Aquatic Facilities) Regulations 2007 (Regulation 22).*

ATTACHMENT 16.2A

The closure was due to microbiological water standards being non-compliant with Section 5.3 of the Code of Practice. Thermophilic Naegleria was detected in more than 1 concurrent water test.

'Thermophilic Naegleria refers to a group of amoebae which includes Naegleria fowleri, the organism that causes the waterborne disease amoebic meningoencephalitis. Thermophilic Naegleria refers to those microorganisms that are tolerant to 42 degrees Celsius. The microorganism that causes amoebic meningitis, Naegleria fowleri, is the most severe. However, the Thermophilic Naegleria organism has been detected and is considered to be the pre-cursor to possible Naegleria fowleri.'

Comment

Shenton Aquatics have been engaged by Shire Officers to compile a report on the current Onslow Water Spray Park and also provide options to the Shire for consideration.

ATTACHMENT 16.2B

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The following measures to remedy the closure order by the DoH are as follows:

- The operator must review and demonstrate that the water spray park treatment system is capable of consistently meeting microbiological and chemical compliance with the Code of Practice
- The operator must seek approval from Department of Health before undertaking works required to upgrade the facility and upon completion of any works to upgrade the facility.
- Satisfactory microbiological water samples from the Shire of Ashburton must be obtained.

Solution A

This option is likely to be in the range of \$320,000.00 (excl gst)

Advantages:

- *Compliance with Code of Practice;*
- *Utilises all existing infrastructure;*
- *Largest volume system.*

Disadvantages:

- *High cost option;*
- *Longest construction time;*
- *Baffles may present maintenance issues.*

Solution B

This option is likely to be in the range of \$103,000.00 (excl gst)

Advantages:

- *Compliance with Code of Practice*
- *Utilises some existing infrastructure*
- *Adequate volume system*
- *Minimises costs*
- *Most work is above ground*
- *Avoids excavation*
- *Likely fits existing equipment shed*
- *Fastest completion time estimates*

Disadvantages:

- *Equipment shed may become cramped although there is adequate clearances as measured*
- *Consideration of how to treat abandoned tank*
- *Cannot support extended backwashing*
- *C5 weekly treatment required for AD Retention Tank*

Solution C

The ultimate solution is to demolish and remove the entire existing spray pad and replace with a completely new spray pad. This option is included for information and completeness.

Verbal estimates place this option above \$800,000.00 (excl gst)

Advantages:

- *Complete compliance with the Code of Conduct*

Disadvantages:

- *Highest cost*
- *Longest delivery time*

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**All of these options require staff to do a water testing every 2 hours during the operational hours of the Water Spray Park.

Shenton Aquatic's has made application to DoH requesting an alternative solution to providing a water test every 2 hours – Shenton Aquatics are confident DoH may accept this solution, however, it is subject to DoH approval. If this is not approved by DoH this will have an effect on operation times of the park.

Also of note in the Shenton Aquatic's report, is the current state of the Water Spray Park's spray pad surface coating as it is beginning to show areas of decay – making it a potential habitat where bacteria can shelter from water treatment chemicals.

Initial enquiries to resurface the spray pad surface are in the proximity of \$120,000.00 to \$150,000.00 (excl gst).

Consultation

Director Projects and Procurement
Director Corporate Services
Manager Building and Health Services
Environmental Health Officer
Facilities Officer, Onslow
Shenton Aquatics

Statutory Environment

Local Government Act

5.41. Functions of CEO-

The CEO'S functions are to –

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

Part 6 Financial Management

Division 4 General financial provisions

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; or*
 - b) *Is authorised in advance by resolution*;or*
 - c) *Is authorised in advance by the mayor or president in an emergency*

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Financial Implications

The recommended option for rectification and resurfacing of the Onslow Water spray Park is forecast to cost \$470,000 (ex GST). To fund this it is further recommended a transfer from Infrastructure Reserve be approved.

Strategic Implications

This item is relevant to the Shire of Ashburton 10 Year Strategic Community Plan 2017-2027 and the Strategic Corporate Plan 2019-2023. In particular, the strategic direction provided for this activity:

Goal 01 Vibrant and Active Communities
Objective 1 Connected, caring and engaged communities
Objective 4 A rich cultural life

Goal 02 Economic Prosperity
Objective 1 Strong local economies
Objective 2 Partnerships with industry and government
Objective 3 Well-managed tourism

Goal 04 Quality Services and Infrastructure
Objective 1 Quality public infrastructure

Goal 05 Inspiring Governance
Objective 1 Effective planning for the future
Objective 2 Community ownership
Objective 4 Exemplary team and work environment

Risk Management

Risk has been assessed on the basis of the Officers Recommendation.

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Reputation	Major (4)	High (10)	High (12)	The longevity of the Water Spray Park being closed since September 2019	Let the community know why the Water Spray Park is closed and what we're doing to get it operational again
Interruption to Service	Extreme (5)	High (12)	High (12)	The longevity of the Water Spray Park being closed since September 2019	Let the community know why the Water Spray Park is closed and what we're doing to get it operational again

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Financial Impact	Moderate (3)	Moderate (9)	Moderate (9)	Estimated expenses may increase	
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The following Risk Matrix has been applied.

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be medium due to the financial value of the project and the risk to the Shire's reputation. Regular monitoring will be undertaken with specific procedures and controls engaged throughout the delivery of the project and will be consistently reviewed and managed.

Policy Implications

There are no known policy implications for this matter

Voting Requirement

Absolute Majority required

Officers Recommendation and Council Decision

MINUTE: 228/2020

MOVED: Cr D Diver

SECONDED: Cr M Gallanagh

That with respect to the Onslow Water Spray Park, Council

1. Acknowledge the status of the Onslow Water Spray Park and the information contained in Shenton Aquatics Report;
2. Approve option 1 rectification works at a approx. cost of \$320,000 plus resurfacing of the splash pad up to \$150,000, totaling \$470,000 ex GST; and
3. Approve a budget amendment for the 2020/21 budget as follows:
 - a) Increase new Capital Expenditure job 'Upgrade to Onslow Water Spay Park' by \$470,000 from \$0 to \$470,000; and
 - b) Increase Transfer from Infrastructure Reserve account no. 110310 by \$470,000 from \$0 to \$470,000.

**CARRIED BY ABSOLUTE MAJORITY 6/1
Councillor de Pledge voted against the motion**

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17. COUNCILLOR AGENDA ITEMS / NOTICES OF MOTIONS

There were no Councillor Agenda Items / Notices of Motions for this meeting.

**18. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY
DECISION OF MEETING**

Council Decision

MOVED: Cr P Foster

SECONDED: Cr R de Pledge

In accordance with Standing Order 5.4 – An item of Urgent Business relating to:

**18.1 AWARD OF RFT 20.20 PHASE 2 CIVIL WORKS, OCEAN VIEW CARAVAN PARK
ONSLOW WA**

be introduced to the business of Council.

CARRIED 7/0

**18.1 AWARD OF RFT 20.20 PHASE 2 CIVIL WORKS, OCEAN VIEW
CARAVAN PARK ONSLOW WA**

FILE REFERENCE: CM10.20

**AUTHOR'S NAME AND
POSITION:** Chantelle McGurk
Director Property and Development Services

**AUTHORISING OFFICER AND
POSITION:** Kenn Donohoe
Chief Executive Officer

**NAME OF APPLICANT/
RESPONDENT:** Not Applicable

DATE REPORT WRITTEN: 9 December 2020

**DISCLOSURE OF FINANCIAL
INTEREST:** The author and the authorising officer have no financial,
proximity or impartiality interests in the proposal

**PREVIOUS MEETING
REFERENCE:** Not Applicable

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Summary

A request for Tender (RFT) 20.20 Construction of Phase 2 Civil Works, Ocean View Caravan Park Onslow WA was issued via Tenderlink on Saturday 31 October 2020 and closed Tuesday 1 December 2020.

Four (4) tenders (all conforming) were received in response to the RFT 20.20 The evaluation panel has completed its assessment of the conforming submissions and makes its recommendation.

Council is requested to authorise the engagement of the recommended contractor for Construction of Phase 2 Civil Works, Ocean View Caravan Park Onslow WA to complete capital works program.

Background

The Shire of Ashburton undertook a Request for Tender process in compliance with s 3.57 of the *Local Government Act 1995* to invite suitably registered, qualified and experienced contractors to submit bids to enter into a Contract for the RFT 20.20, in accordance with the tender brief:

The principal is seeking tender submissions from suitably registered, qualified and experienced contractors for the construction of Phase 2 infrastructure and facilities at the Ocean View Caravan Park in Onslow WA.

The scope of works described in the tender document was:

1. Provision of the appropriate site specific Safety Management Plans for Client review and comment;
2. A photographic condition survey of the Park surrounds and the proposed construction access routes;
3. Accurately locating, making safe, and disconnection / removal where necessary all utilities within the development area;
4. Appropriate identification, stabilising, safe removal and disposal of all asbestos contaminated material, within the existing structures, prior to commencement of demolition works in this area. These works are to be undertaken by a suitably licensed Contractor with experienced staff, including a WA restricted or unrestricted asbestos removal license as it involves >10m² of non-friable ACM. All asbestos disposal records are to be issued to the Client. All works are to be conducted in accordance with the relevant WA legislation, Asbestos Codes of Practice and Australian Standards in addition to other relevant WA Government and local Government requirements. A written asbestos clearance notice is to be provided to the Contractor by a suitably qualified party prior to commencement of the main demolition works;
5. Identification and removal / backfilling existing soakwells and septic tanks;
6. Early completion of the earthworks platform to the Amenities and BBQ area to facilitate the installation of these facilities by the Transportable Contractor;
7. All necessary earthworks, drainage, soakwells, retaining walls, kerbing, road base and filling to sites and storage area, road finishes, line marking, signage, etc as contemplated on the Structural and civil Engineering drawings and specifications;
8. All power, lighting and hydraulic services, including a new cable boom and dump point;
9. Liaison with Horizon Power for a new connection to Lot 312;
10. All ramps, paths and handrails;
11. Demolition, new roadworks, kerbing and walkway to create the new Park entrance lane and walkway;

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12. New kerbing to replace the original road 2 junction off Phase 1;
13. Extension of the existing visitor's carpark;
14. New slab for gas bullets and fence modifications;
15. New garrison fencing and chainmesh, gates and lockable boom gate at the emergency exit;
16. New bin store and surrounding fencing;
17. New fish cleaning station (Structure and footings to be designed by the Contractors Supplier) and
18. New landscaping.

Comment

The successful contractors' works must be compliant with the National Construction Codes (NCC) 2016 and all relevant Australian Standards, Codes of Practice, Western Australian and Commonwealth legislation, statutes, ordinance, rules and regulations bearing on the provision of such services and conduct of the work under the contract.

Respondents were requested to include all items necessary to provide a compliant installation, protecting all surrounding finishes during construction, and leaving the existing surrounding area in original condition.

The selection criteria, based upon FIN 12 Purchasing Policy were:

Qualitative Selection Criteria	Weighting
Relevant Company Experience & Performance	15%
Key Personnel	10%
Resources	10%
Methodology	15%
Price	50%

The evaluation and recommendation report, including the overall evaluation scores and rankings is attached as a confidential item.

CONFIDENTIAL ATTACHMENT 18.1

Consultation

Assessment Panel

Statutory Environment

Local Government Act 1995

3.57. *Tenders for providing goods or services*

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

Local Government (Functions and General) Regulation 1996 Pt.2 Div.2

Division 2 — Tenders for providing goods or services (s. 3.57)

11. *When tenders have to be publicly invited*

- (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 \$250 000 unless sub regulation (2) states otherwise.*

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Financial Implications

The 2020/21 budgeted provision for this project is \$3,600,000 for the civils works and transportable buildings. The contract for the transportable buildings has been awarded for \$909,068.55 ex GST.

The recommended contractor has submitted a fixed lump sum for \$2,507,161.59 ex GST as per the Price Schedule contained in the Tender RFT 20.20.

The existing 2020/21 budget will be utilised for the Ocean View Caravan Park Upgrade to deliver the capital works program set by Council.

Strategic Implications

Shire of Ashburton 10 Year Strategic Community Plan 2017-2027 (Desktop Review 2019)

Goal 01 Vibrant and Active Communities
Objective 2 Sustainable services, clubs, associations and facilities

Goal 04 Quality Services and Infrastructure
Objective 1 Quality public infrastructure

Risk Management

Risk has been assessed on the basis of the Officers Recommendation.

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Reputation	Possible 3	Moderate 3	Moderate (9)	Substantiated, public embarrassment, moderate impact on community trust or moderate media profile	Adopt officer recommended to appoint Project Management Consultancy
Financial Impact	Possible 3	Moderate 3	Moderate (9)	\$100,001 to \$1,000,000	Mitigated by the appointment of a Project Management Consultant with the specialised skills to run multiple projects to deliver Council's adopted Capital Works Program.
Project Time	Major 4	Major 4	High (16)	Exceeds deadline by	Mitigated by the

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Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
				20% of project timeline	appointment of a Project Management Consultant with the specialised skills to run multiple projects to deliver Council's adopted Capital Works Program.

The following Risk Matrix has been applied.

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

This item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be moderate to high risk and will be managed by mitigated by the appointment of a Project Management Consultant with the specialised skills to run multiple projects to deliver Council's adopted Capital Works Program.

Policy Implications

AMP 01 Asset Management Policy
FIN12 Purchasing Policy

Voting Requirement

Simple Majority Required

**PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
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Officers Recommendation and Council Decision

MINUTE: 229/2020

MOVED: Cr D Diver

SECONDED: Cr M Gallanagh

That with respect to the Award of RFT 20.20 Phase 2 Civil Works, Ocean View Caravan Park Onslow WA, Council:

- 1. Resolve that Report CONFIDENTIAL ATTACHMENT 18.1 is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2)(c);**

“A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.”

- 2. Award RFT 20.20 Phase 2 Civil Works, Ocean View Caravan Park Onslow WA, for the tendered fixed lump sum of \$2,507,161.59 ex GST; and**
- 3. Authorise the Chief Executive Officer to negotiation, execute and manage the Contract for RFT 20.20 Phase 2 Civil Works, Ocean View Caravan Park Onslow WA,, including variations to the scope of works and contract value, providing this does not exceed the project budget or reduce the overall scope.**

CARRIED 7/0

**PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
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19. CONFIDENTIAL MATTERS

Under the Local Government Act 1995, Part 5, and Section 5.23, states in part:

2. If a meeting is being held by a Council or by a committee referred to in subsection (2)(b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following:

- (a) a matter affecting an employee or employees;**
- (b) the personal affairs of any person;**
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;**
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;**
 - (I) a matter that if disclosed, would reveal;**
 - (II) a trade secret;**
 - (III) information that has a commercial value to a person; or**
 - (IV) information about the business, professional, commercial or financial affairs of a person,**

Where the trade secret or information is held by, or is about, a person other than the local government.

- (e) a matter that if disclosed, could be reasonably expected to:**
 - (I) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;**
 - (II) endanger the security of the local government's property; or**
 - (III) prejudice the maintenance or enforcement of any lawful measure for protecting public safety.**
- (f) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1981; and**
- (g) such other matters as may be prescribed.**

**PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
11 DECEMBER 2020**

Council Decision

MOVED: Cr D Diver

SECONDED: Cr R de Pledge

That Council move behind closed doors at 1.26 pm to consider the following Confidential Items.

19.1 CONFIDENTIAL ITEM – RAIL INTERFACE AGREEMENTS

Pursuant to sub section 5.23 (2) (c) of the *Local Government Act 1995* which provides:

(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.

CARRIED 7/0

19.1 CONFIDENTIAL ITEM – RAIL INTERFACE AGREEMENTS

Declaration of Interest

Prior to consideration of this Agenda Item:

Cr Lynch declared an indirect financial interest

Cr Foster declared an indirect financial interest

Cr Diver declared an indirect financial interest

Cr Gallanagh declared a financial interest

Cr de Pledge declared a financial interest

See item 6.2 for details of the interest declared.

RECORDED ON REGISTER GV07

Councillor Diver, Lynch and de Pledge remained in the Chamber in line with the approval given by the Acting Deputy Director General of the Department of Local Government, Sport and Cultural Industries as noted at item 6.2.

Cr Foster and Cr Gallanagh left the room at 1.27 pm due to their declarations of interest for confidential Item 19.1.

FILE REFERENCE:

RD.0299
RD.0038
RD.0317
NAM.0000

AUTHOR'S NAME AND POSITION:

Janelle Fell
Manager Land and Asset Compliance

AUTHORISING OFFICER AND POSITION:

John Bingham
Director Corporate Services

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NAME OF APPLICANT/ RESPONDENT:	The Pilbara Infrastructure Pty Ltd Rio Tinto Iron Ore
DATE REPORT WRITTEN:	19 November 2020
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Agenda Item (Minute No. 649/2019) Ordinary Meeting of Council 20 September 2019

REASON FOR CONFIDENTIALITY

The Director Corporate Services Report is confidential in accordance with s5.23 (2) the *Local Government Act 1995* because it deals with matters affecting s5.23 (2):

(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.

Officers Recommendation and Council Decision

MINUTE: 230/2020

MOVED: Cr D Diver

SECONDED: Cr M Lynch

That with respect to the Confidential Item - Rail Interface Agreements, Council authorise the Chief Executive Officer to execute the Interface Agreement between:

- 1. Pilbara Iron Pty. Ltd and Shire of Ashburton and Main Roads Western Australia; and**
- 2. The Pilbara Infrastructure Pty Ltd and Shire of Ashburton and Main Roads Western Australia.**

CARRIED 5/0

Cr Foster and Gallanagh returned to the meeting at 1.28 pm. The Presiding Member advised Cr Foster and Gallanagh of the outcome of the vote for items 19.1.

Council Decision

MOVED: Cr R de Pledge

SECONDED: Cr D Diver

That Council re-open the meeting to the public at 1.28 pm.

CARRIED 7/0

Nil public returned to the meeting.

**PUBLIC MINUTES - ORDINARY MEETING OF COUNCIL
11 DECEMBER 2020**

20. NEXT MEETING

A special meeting of Council is to be held 21 December 2020 via electronic means / telephone at 4.00 pm.

The next Ordinary Meeting of Council will be held on 16 February 2021, at the Ashburton Hall, Ashburton Avenue, Paraborudoo commencing at 1.00 pm.

21. CLOSURE OF MEETING

There being no further business to discuss the Presiding Member closed the meeting at 1.30 pm.

UNCONFIRMED MINUTES

**AMENDED PUBLIC MINUTES
SPECIAL MEETING OF COUNCIL 21 DECEMBER 2020**



**SHIRE OF ASHBURTON
SPECIAL MEETING OF COUNCIL**

**Amended Minutes
(Public Document)**

via electronic means

21 December 2020

4.00 pm

**PUBLIC MINUTES
SPECIAL MEETING OF COUNCIL 21 DECEMBER 2020**

**SHIRE OF ASHBURTON
SPECIAL MEETING OF COUNCIL**

The Chief Executive Officer recommends the endorsement of these minutes at the next Ordinary Meeting of Council.

**Mr Kenn Donohoe
Chief Executive Officer**

Date: 21.12.2020

These minutes were confirmed by Council as a true and correct record of proceedings of the Special Meeting of Council on the 21 December 2020.

Presiding Member: _____

Date: _____

DISCLAIMER

The resolutions contained in the Minutes are subject to confirmation by Council. The Shire of Ashburton warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Ashburton for any act, omission or statement or intimation occurring during a Council meeting.

**PUBLIC MINUTES
SPECIAL MEETING OF COUNCIL 21 DECEMBER 2020**

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**PUBLIC MINUTES
SPECIAL MEETING OF COUNCIL 21 DECEMBER 2020**

1. DECLARATION OF OPENING

The Presiding Member declared the meeting open at 4.03 pm.

1.1 ACKNOWLEDGEMENT OF COUNTRY

As representatives of the Shire of Ashburton Council, we respectfully acknowledge the local Indigenous people, the traditional custodians of this land where we are meeting upon today and pay our respects to them and all their elders both past and emerging.

2. ANNOUNCEMENT OF VISITORS

Members of the public are unable to attend in person due to COVID-19 guidelines and therefore, the option to teleconference has been advised to the public.

3. ATTENDANCE

3.1 PRESENT

Elected Members:	Cr K White Cr D Diver Cr M Lynch Cr P Foster Cr L Rumble Cr R de Pledge Cr J Richardson	Shire President (Presiding Member) Onslow Ward Deputy Shire President Tom Price Ward Tom Price Ward Tom Price Ward Paraburdoo Ward Ashburton Ward Tablelands Ward
Staff:	Mr K Donohoe Mrs J Fell Mrs C McGurk Mr M Khosravi Ms M Walsh Mr B Witkowski Ms J Smith	Chief Executive Officer Acting Director Corporate Services Director Projects and Procurement Director Infrastructure Services Chief Operating Officer – Airport & Tourism Manager Economic Development & Tourism Senior Administration Officer
Guests:		
Members of Public:	There were no members of the public in attendance at the commencement of the meeting.	
Members of Media:	There were no members of the media in attendance at the commencement of the meeting.	

3.2 APOLOGIES

Cr D Dias Paraburdoo Ward
Cr M Gallanagh Pannawonica Ward

3.3 APPROVED LEAVE OF ABSENCE

There were no Approved Leave of Absences for this meeting.

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SPECIAL MEETING OF COUNCIL 21 DECEMBER 2020**

4. PUBLIC QUESTION TIME

No public questions have been received for this meeting.

5. DECLARATION BY MEMBERS

5.1 DUE CONSIDERATION BY COUNCILLORS TO THE AGENDA

All Councillors noted that they had given due consideration to all matters contained in the Agenda presently before the meeting.

5.2 DECLARATIONS OF INTEREST

Councillors to Note

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

- (a) In a written notice given to the Chief Executive Officer before the Meeting or;
 - (b) At the Meeting, immediately before the matter is discussed.
- A member, who makes a disclosure in respect to an interest, must not:
- (c) Preside at the part of the Meeting, relating to the matter or;
 - (d) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

NOTES ON DECLARING INTERESTS (FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have an interest in a matter.

These notes are included in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the *Local Government Act 1995* but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.

**PUBLIC MINUTES
SPECIAL MEETING OF COUNCIL 21 DECEMBER 2020**

5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
 - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the *Local Government Act*, or
 - 6.2 Where the Minister allows the Councillor to participate under s.5.69 (3) of the *Local Government Act*, with or without conditions.

Declarations of Interest provided:

Item Number/ Name	Type of Interest	Nature/Extent of Interest
7.1	AWARD OF RFT 09.20 DESIGN AND CONSTRUCT OF TOM PRICE CHILDCARE CENTRE	
Cr Diver	Indirect Financial	Pursuant to Section 5.61 of the Local Government Act 1995. The nature being "I am employed by Rio Tinto". The extent being "Rio Tinto will be providing benefits to the Childcare Centre / Operators."
Cr Foster	Indirect Financial & Impartiality	Pursuant to Section 5.61 of the Local Government Act 1995 and Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007. The nature being "Indirect Financial & Impartiality." The extent being "My partner is employed by Rio Tinto, owns over \$10k in shares and as a family we live in a Rio Tinto owned property paying subsidised rent and utilities. I am the Secretary (Unpaid, Voluntary) with Nintirri Centre Management Board who has submitted a tender being considered in this agenda item."
Cr Rumble	Financial	Pursuant to Section 5.60A of the Local Government Act 1995. The nature being "I am a Shareholder with Rio Tinto". The extent being "I have Shares in value greater than \$10,000".
Cr Gallanagh *Late apology and was not in attendance	Financial	Pursuant to Section 5.60A of the Local Government Act 1995. The nature being "Myself and my husband are employed by Rio Tinto, have company housing and shares in Rio Tinto." The extent being

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		'Financial'. We have shares of greater value than \$10,000 in Rio Tinto.'
Cr Lynch	Indirect Financial	Pursuant to Section 5.61 of the Local Government Act 1995. The nature being "I am an employee of Rio Tinto." The extent being "I am paid a salary by Pilbara Iron."

The Department of Local Government, Sport and Cultural Industries provided the following correspondence in relation to Agenda Item 7.1:

"Dear Mr Donohoe

I refer to your correspondence dated 18 December 2020 and advise that, in accordance with authority delegated by the Minister for Local Government, I have approved your application, under section 5.69(3) of the Local Government Act 1995 (the Act).

7.1 AWARD OF RFT 09.20 DESIGN AND CONSTRUCTION OF TOM PRICE CHILDCARE CENTRE

The Department notes that at least two (2) of the disclosing Councillors are required to achieve a quorum.

Given the critical shortage of childcare services across the Shire, approval to participate is provided to three of the disclosing Councillors on the basis that it is in the interests of ratepayers to do so.

Accordingly, this approval allows Cr Diver, Cr Lynch and Cr Gallanagh to fully participate in the discussion and decision making relating to the following item at the Shire's Special Council Meeting of 21 December 2020:

7.1 AWARD OF RFT 09.20 DESIGN AND CONSTRUCTION OF TOM PRICE CHILDCARE CENTRE

Subject to the following conditions:

- 1. The approval is only valid for the 21 December 2020 Special Council Meeting when agenda item 7.1 is considered;*
- 2. The abovementioned Councillors must declare the nature and extent of their interests at the abovementioned meeting when the matter is considered, together with the approval provided;*
- 3. The CEO is to provide a copy of the Department's letter of approval to the abovementioned Councillors;*
- 4. The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the abovementioned meeting, when the item is considered;*
- 5. The CEO is to provide a copy of the confirmed minutes of the abovementioned meeting to the Department, to allow the Department to verify compliance with the conditions of this approval; and*
- 6. The approval granted is based solely on the interests disclosed by the abovementioned Councillors, made in accordance with the application. Should other interests be identified, these interests will not be included in this approval and the financial interest provisions of the Act will apply."*

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Item Number/ Name	Type of Interest	Nature/Extent of Interest
7.4 KARIJINI EXPERIENCE 2021 – REQUEST FOR ADDITIONAL SPONSORSHIP		
Cr Foster	Impartiality	Pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007. The nature being "Impartiality." The extent being <i>"That I am the Secretary & Board Member (voluntary) of the Nintirri Centre who owns & operates Karijini Experience and whom has requested the additional sponsorship, and will expend the funds if approved by Council."</i>
Cr Diver	Impartiality	Pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007. The nature being <i>"My wife Liz and myself are to be volunteers during the Karijini 2021 event."</i> The extent being <i>"My wife receives a wage from S.O.A. and I am a Councillor of S.O.A voting on the event today."</i>

6. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

There were no announcements by the Presiding Member for this meeting.

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7. BUSINESS

**7.1 AWARD OF RFT 09.20 DESIGN AND CONSTRUCT OF TOM PRICE
CHILDCARE CENTRE**

Declaration of Interest

Prior to consideration of this Agenda Item:

Cr Diver declared an indirect financial interest

Cr Foster declared an indirect financial and impartiality interest

Cr Rumble declared a financial interest

Cr Gallanagh declared a financial interest

Cr Lynch declared a financial interest

See item 5.2 for details of the interest declared.

RECORDED ON REGISTER GV07

Councillors Diver and Lynch remained in the Chamber in line with the approval given by the Acting Deputy Director General of the Department of Local Government, Sport and Cultural Industries as noted at item 6.2.

Councillor Rumble and Foster left the meeting at 4.10 pm due to declarations of interest for agenda item 7.1.

FILE REFERENCE:	CM09.20
AUTHOR'S NAME AND POSITION:	Chantelle McGurk Director Projects & Procurement
AUTHORISING OFFICER AND POSITION:	Kenn Donohoe Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	16 December 2020
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Agenda Item 18.4 (Minute No. 208/2020) Ordinary Meeting of Council 10 November 2020

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Summary

A Request for Tender (RFT) 09.20 Design and Construction of Tom Price Childcare Centre was issued via the Shire's e-tendering portal known as Tenderlink on 27 October 2020 and closed on 24 November 2020 at 2pm. The notice was issued via private Tender to the six (6) shortlisted prospective tenderers. These prospective tenderers were shortlisted via public Expression of Interest in September 2019.

Three (3) tenders (all conforming) were received in response to the RFT 09.20. The evaluation panel has completed its assessment of the conforming submissions and makes its recommendation.

Council is requested to authorise the engagement of the recommended contractor for the Design and Construction of Tom Price Childcare Centre in line with the capital works program for 2020/21.

Background

The Shire of Ashburton undertook a Request for Tender process in compliance with s 3.57 of the *Local Government Act 1995* to invite suitably registered, qualified and experienced contractors to submit bids to enter into a Contract for the RFT 09.20, in accordance with the tender brief as detailed below:

"The Shire of Ashburton seeks to engage a suitably qualified and experienced contractor for the design, documentation and construction of Tom Price Childcare Centre at Lots 400 and 46, 19 South Road, Tom Price, WA. The new single storey facility will be able to accommodate ninety-six (96) children and 19 staff members, including dedicated Indoor and Outdoor Play Areas, a maintenance shed and 24 bay car park.

The scope of works includes the design and construction of a compliant Childcare and Out of School Hours Care facility for 96 children at Lots 400 and 46 South Road, Tom Price. Details of the reference design criteria, performance characteristics and specifications are contained in the attachments to this document. The attached reference design documentation shows the Principals minimum requirements for the new Tom Price Childcare Centre.

The area within the proposed site boundary will be provided for the exclusive use and possession of the Contractor until the date of Practical Completion in accordance with the General Conditions of Contract. The Contractor will be responsible for the supply and erection of temporary fencing to the Principals requirement for the duration of the works, including the reinstatement of all existing finishes to their original condition prior to departure from site.

Tenderers shall note that separate contracts for service provision or relocation work (water, sewer, communications and electrical) may still be in progress in the vicinity of the Site and may be undertaken concurrently with a part of the Works. Details of these Works are attached to this request.

The Contractor will be responsible for negotiating and implementing access to the Site, provision of temporary services and utilities, compliance with local authority operational procedures and priorities, emergency access, egress and evacuation procedures and the like which may bear on the conduct of its work under the Contract.

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Contractor/s are required to be able to undertake all aspects of the project as described in this Request. All items required to complete the works are considered to be inclusive of the Services provided in response to this Request for Tender.”

Comment

The successful contractors' works must be compliant with the National Construction Codes (NCC) 2016 and all relevant Australian Standards, Codes of Practice, Western Australian and Commonwealth legislation, statutes, ordinance, rules and regulations bearing on the provision of such services and conduct of the work under the contract.

Respondents were requested to include all items necessary to provide a compliant installation, protecting all surrounding finishes during construction, and leaving the existing surrounding area in original condition.

The selection criteria, determined prior to inviting the tender, were:

Qualitative Selection Criteria	Weighting
Relevant Company Experience & Performance	15%
Key Personnel	15%
Resources	10%
Methodology	10%
Price	50%

The evaluation and recommendation report, including the overall evaluation scores and rankings is attached as a confidential item.

CONFIDENTIAL ATTACHMENT 7.1

Consultation

Assessment Panel

Statutory Environment

Local Government Act 1995

3.57. *Tenders for providing goods or services*

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

Local Government (Functions and General) Regulation 1996 Pt.2 Div.2

Division 2 — Tenders for providing goods or services (s. 3.57)

11. *When tenders have to be publicly invited*

- (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 \$250 000 unless sub regulation (2) states otherwise.*

Financial Implications

The 2020/21 budgeted provision for this project is \$6,000,000 for the Design and Construction of the Tom Price Childcare Centre.

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The recommended contractor has submitted a fixed lump sum for \$4,198,514.80 ex GST as per the Price Schedule contained in the Tender RFT 09.20.

The existing 2020/21 budget will be utilised for the Design and Construction of the Tom Price Childcare Centre to deliver the capital works program set by Council.

Strategic Implications

Shire of Ashburton 10 Year Strategic Community Plan 2017-2027 (Desktop Review 2019)

Goal 01 Vibrant and Active Communities
Objective 2 Sustainable Services, Clubs, Associations and Facilities

Goal 04 Quality Services and Infrastructure
Objective 1 Quality public infrastructure

Risk Management

Risk has been assessed on the basis of the Officers Recommendation.

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Reputation	Possible 3	Moderate 3	Moderate (9)	Substantiated, public embarrassment, moderate impact on community trust or moderate media profile	Adopt officer recommended to appoint Project Management Consultancy
Financial Impact	Possible 3	Moderate 3	High (10)	\$100,001 to \$1,000,000	Mitigated by the appointment of a Project Management Consultant with the specialised skills to run multiple projects to deliver Council's adopted Capital Works Program.
Project Time	Major 4	Major 4	High (16)	Exceeds deadline by 20% of project timeline	Mitigated by the appointment of a Project Management Consultant

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Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
					with the specialised skills to run multiple projects to deliver Council's adopted Capital Works Program.

The following Risk Matrix has been applied.

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

This item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Moderate to High" risk and will be managed by mitigated by the appointment of a Project Management Consultant with the specialised skills to run multiple projects to deliver Council's adopted Capital Works Program.

Policy Implications

AMP 01 Asset Management Policy
FIN12 Purchasing Policy

Voting Requirement

Simple Majority Required

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Officers Recommendation and Council Decision

MINUTE: 231/2020

MOVED: Cr M Lynch

SECONDED: Cr D Diver

That with respect to the Award of RFT 09.20 Design and Construction of the Tom Price Childcare Centre, Tom Price, WA Council:

1. **Resolve that Report CONFIDENTIAL ATTACHMENT 7.1 is confidential in accordance with s5.23 (2) the *Local Government Act 1995* because it deals with matters affecting s5.23 (2):**
 - (c) **“a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;”**
2. **Note the attached Evaluation and Recommendation Report CONFIDENTIAL ATTACHMENT 7.1;**
3. **Award RFT 09.20 Design and Construction of the Tom Price Childcare Centre, Tom Price WA, for the tendered fixed lump sum of \$4,198,514.80 ex GST; and**
4. **Authorise the Chief Executive Officer to negotiate, execute and manage the Contract for RFT 09.20 Design and Construction of the Tom Price Childcare Centre, Tom Price WA including the provision of possible extensions or variations, providing the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract; and is managed within the allocated budget for this work.**

CARRIED 5/0

Councillor Rumble and Foster returned to the meeting at 4.12 pm. The Presiding Member advised Councillors Rumble and Foster of the outcome of the vote for item 7.1.

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**7.2 PILBARA BANNED DRINKERS REGISTER - CONTRIBUTION
TOWARDS EVALUATION OF TRIAL**

FILE REFERENCE:	GR02
AUTHOR'S NAME AND POSITION:	Leona Stevenson Lease & Accommodation Officer
AUTHORISING OFFICER AND POSITION:	Janelle Fell Acting Director Corporate Services
NAME OF APPLICANT/RESPONDENT:	Department of Local Government, Sport and Cultural Industries
DATE REPORT WRITTEN:	15 December 2020
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Agenda Item 13.4 (Minute No. 356/2018) – Ordinary Meeting of Council 23 April 2018

Summary

A request has been received from Department of Local Government, Sport and Cultural Industries for financial support for an independent evaluation of the Pilbara Banned Drinkers Register trial is requested.

Council consideration of a payment contribution of \$50,000 plus GST, spread over four six-monthly instalments of \$12,500 plus GST is requested.

Background

At the 15 December 2017 Ordinary Meeting of Council, Cr Foster moved the following Notice of Motion in regard to 'Toughest Alcohol Restrictions' in the Pilbara:

"That Council gets a report on the "toughest alcohol restrictions" in the Pilbara (Pilbara-wide ban on takeaway liquor sales on Sunday, as well as a 33% reduction in trading hours from Monday to Sunday, full strength alcohol bans and limits on wine and spirit takeaways) with a view to form a position for which to take to the Director of Liquor Licensing, and the relevant Government Minister, on this very issue."

Following this, at its 16 January 2018 Ordinary Meeting, Council resolved to undertake further consultation, in the form of an online community survey, "Survey into Alcohol Restrictions and Takeaway Alcohol Management System ('Survey')" to gauge whether there is support for the implementation of further liquor restrictions with the Shire of Ashburton.

The results of the survey noted at Ordinary Meeting of Council on 23 April 2018 indicated that the majority of respondents did not support the implementation of further alcohol restrictions within the Shire at that time.

Council endorsed the recommendation to advise the Director of Liquor Licensing that:

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“Council does not support the implementation of further alcohol restrictions for the sale of full strength (over 3.5%) take away alcohol within the Shire at this time as:

- a) The majority of the community does not support further liquor restrictions;*
- b) The community believes that further restrictions would not directly target the*
- c) underlying problem;*
- d) Further restrictions could have a negative impact on consumer choice and local businesses.”*

In 2018, a Banned Drinkers Register (BDR) was identified as part of the Department of Communities *West Pilbara Plan* (the Plan) which is the State Government working with Aboriginal elders, community members and service providers and aims to make communities safer by reducing access to takeaway liquor for problem drinkers. The Plan started in February 2018 and has six priority areas:

1. More support for children, carers and families
2. Safer children
3. Tackling alcohol and drugs
4. Greater engagement in school and work
5. Healing the community
6. Redesigning government funded services

Priority Area 3.1 of the Plan describes the following:

“Develop a tailored alcohol management plan for the West Pilbara (noting work is underway). The Roebourne community will be the first trial site for the plan with the potential for further rollout across the State. The plan will be developed with the local community and other key stakeholders. (Lead Agency - Mental Health Commission).”

The WA Australian Hotels Association and the Liquor Stores Association originally proposed a BDR trial as an industry funded initiative but were unable to secure the necessary funding for the project. A decision was made by Department of Local Government, Sport and Cultural Industries (the Department) to fund the trial and a contract was awarded to WA company Scantek to supply a BDR and Takeaway Alcohol Management System (TAMS) systems.

A BDR is a list of people who are prohibited from purchasing takeaway alcohol because they have either voluntarily elected to be on the BDR, or they are subject to a current Prohibition Order or Barring Notice. The BDR uses technology provided by Scantek to compare details from a scanned photo ID with details on the BDR. Scantek equipment communication is securely encrypted with customer information managed in accordance with the Australian Privacy Principles and the *Privacy Act 1988 (Cth)*.

From 1 December 2020, takeaway alcohol purchasers in the Pilbara must produce an approved and scannable form of ID. If a person is on the BDR the retail staff are alerted and cannot complete the sale. The BDR has no impact on any existing liquor restrictions that may be in place and only prohibits the purchase of takeaway liquor for people who are recorded on the BDR.

TAMS monitors the amount and type of alcohol purchased by any person in a day to ensure that they do not purchase above limits imposed by restrictions. TAMS is only used in conjunction with existing restrictions and operates in a similar manner to the BDR with a requirement for identification to be scanned. If a TAMS is in operation, retail staff are required to record the amount and type of liquor purchased. Licensed premises are linked by the system which stops people shopping around to buy more than they are permitted.

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Comment

On 1 September 2020, correspondence was received from Duncan Ord, Director General, Department of Local Government, Sport and Cultural Industries (the Department), regarding the two year trial of the BDR across the Pilbara region.

To ensure the progress and effectiveness of the trial is monitored and assessed, the Department proposed an independent evaluation be conducted by the University of Western Australia Public Policy Institute throughout the BDR project, commencing on 1 December 2020. The letter requested support from the four Pilbara local governments to contract and fund the cost of the \$200,000 evaluation, meaning each local government would contribute \$50,000.

A subsequent letter was received dated 3 November 2020, stating that as no objection had been received regarding the financial commitment of \$50,000, the Department viewed this as full support from each of the local governments in funding the trial. Accordingly, four instalments of \$12,500 plus GST were requested with the first invoice soon to be sent, and a further three invoices at six-monthly intervals. An invoice was received by the Shire on 27 November 2020 although no agreement to the proposal had been provided to the Department by the Shire.

**ATTACHMENT 7.2A
ATTACHMENT 7.2B**

The BDR is a government initiative, and in accordance with section 6.18, which requires that the Shire does not duplicate services and facilities, administration is of the opinion that funding of the trial forms part of the responsibility of the relevant State agency.

Based on the results of the community survey undertaken in 2018, it is recommended that contribution towards the evaluation of the BDR Trial not be supported.

Consultation

Executive Leadership Team

Statutory Environment

Local Government Act 1995, Section 3.18 Performing Executive Functions

A local government is to satisfy itself that services and facilities that it provides —

- a. integrate and coordinate, so far as practicable, with any provided by the Commonwealth, the State or any public body; and*
- b. do not duplicate, to an extent that the local government considers inappropriate, services or facilities provided by the Commonwealth, the State or any other body or person, whether public or private; and*
- c. are managed efficiently and effectively.*

Financial Implications

There is no budget implications to this report.

Strategic Implications

Shire of Ashburton 10 Year Strategic Community Plan 2017-2027 (Desktop Review 2019)

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Goal 02 – Economic Prosperity

Objective 2 – Enduring partnerships with industry and government

Risk Management

Risk has been assessed on the basis of the Officers Recommendation.

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Financial Impact	Possible (3)	Minor (2)	Moderate (6)	Unbudgeted financial implication - \$10,000 - \$100,000	Adopt Officers recommendation

The following Risk Matrix has been applied.

Risk Matrix		Insignificant	Minor	Moderate	Major	Catastrophic
Consequence Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Moderate". The risk is perceived as acceptable with adequate controls, managed by routine procedures and subject to semi-annual monitoring.

Policy Implications

No policy implications.

Voting Requirement

Simple Majority Required

Officers Recommendation and Council Decision

MINUTE: 232/2020

MOVED: Cr P Foster

SECONDED: Cr M Lynch

That with regards to the Pilbara Banned Drinkers Register – Contribution Towards Evaluation of Trial, Council do not support the financial contribution to the Banned Drinkers Register trial evaluation.

CARRIED 7/0

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7.3 AWARD OF RFT 16.20 ONSLOW AIRPORT AIRSIDE CIVIL WORKS PACKAGE

FILE REFERENCE:	CM16.20
AUTHOR'S NAME AND POSITION:	Megan Walsh Chief Operating Officer – Aviation & Tourism
AUTHORISING OFFICER AND POSITION:	Kenn Donohoe Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	16 December 2020
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

A request for Tender (RFT) 16.20 Onslow Airport Airside Civil Works Package was issued via Tenderlink on 24 October 2020 and closed 17 November 2020.

Two (2) tenders (both conforming) were received in response to the RFT. The evaluation panel has completed its assessment of the conforming submissions and makes its recommendation.

The price range of both submissions was in excess of the approved budget for these works and therefore for the purposes of awarding a contract under RFT 16.20, Council's approval will be required for an increased budget allocation.

Council is requested to authorise the engagement of the recommended contractor for Construction of Onslow Airport Airside Civil Works Package as part of the Shire's capital works program.

Background

The Shire of Ashburton undertook a Request for Tender process in compliance with s 3.57 of the *Local Government Act 1995* to invite suitably registered, qualified and experienced contractors to submit bids to enter into a Contract for the RFT 16.20 in accordance with the tender brief:

"The principal is seeking tender submissions from suitably registered, qualified and experienced contractors for the construction of Onslow Airport Airside Civil Works Package."

The scope of works described in the tender document was:

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“The works include asphalt maintenance, taxiway upgrades and embankment remediation works.

The Works are to be undertaken simultaneously, as separable portions, under one contract as follows:

Separable Portion 01: Taxiways Bravo and Delta Asphalt Overlay - A maintenance overlay using asphalt over the existing spray sealed taxiways Bravo and Delta to correct some minor surface defects, improve the grades and provide a consistent asphalt surface.

Separable Portion 02: SP02 - Pavement Rejuvenation and Resurfacing - Application of a Pavement preservation treatment to extend the service life of the existing runway and taxiway pavement surfacing.

Separable Portion 03: SP03 - Taxiway Charlie Upgrade - Upgrade of taxiway Charlie subgrade and pavement including a two coat bitumen seal to ensure compliance with CASA standards.

Separable Portion 04: SP04 – Revetment Remedial Works - Remediation and scour protection of runway embankment slopes.”

Due to the similar nature of works and potential economic efficiencies the airports four 2020/21 civil renewal capex projects were tendered as one package.

Comment

The successful contractors’ works must be compliant with the all relevant Australian Standards, Codes of Practice, Western Australian and Commonwealth legislation, statutes, ordinance, rules and regulations bearing on the provision of such services and conduct of the work under the contract.

The selection criteria was as follows:

Qualitative Selection Criteria	Weighting
Relevant Company Experience & Performance	15%
Key Personnel	10%
Resources	10%
Methodology	25%
Price	40%

The evaluation and recommendation report, including the overall evaluation scores and rankings is attached as a confidential item.

CONFIDENTIAL ATTACHMENT 7.3

When evaluating the submissions it was evident in both submissions the primary cause for the over budget was in Separable portion 02 – Pavement Rejuvenation and Resurfacing.

Rejuvenation is routine maintenance for asphalt and will assist in it achieving its expected life span by replenishing the oils and fine materials in the asphalt, preventing it from raveling (losing aggregate from the surface). Generally the rejuvenation equipment is based with contractors on the East Coast of Australia therefore including all the asphalted surfaces

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(runway, taxiways and aprons, opposed to just the runway) in the contract removed the need for expensive additional mobilisations in coming years.

Consultation

Assessment Panel

Statutory Environment

Local Government Act 1995

3.57. *Tenders for providing goods or services*

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

Local Government (Functions and General) Regulation 1996 Pt.2 Div.2

Division 2 — Tenders for providing goods or services (s. 3.57)

11. *When tenders have to be publicly invited*

- (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 \$250 000 unless sub regulation (2) states otherwise.*

Local Government Act 1995, Section 6.4 Financial Management and Regulation 34, Local Government (Financial Management) Regulations 1996.

*The Local Government Act 1995, Section 6.8(1) requires the local government not to incur expenditure from its Municipal Fund for an additional purpose except where the expenditure: ... (b) is authorised in advance by resolution**

“Additional purpose” means a purpose for which no expenditure estimate is included in the local government’s annual budget.

**requires an absolute majority of Council*

Financial Implications

The 2020/21 budgeted provision for this project is \$3,693,919 ex GST which is funded from the airport reserve.

To date \$62,000 has already been spent on specialised consultancy fees and high level design documentation.

The recommended contractor has submitted a fixed lump sum of \$4,149,463.91 ex GST as per the Price Schedule contained in RFT 16.20.

Potential additions to contract award amount

It must be noted that during the assessment process, a small number of exclusions were not able to be resolved with the tenderer via the tender clarification process. Advice from the Shire’s Procurement team and the appointed Probity Auditor, is that these items are to be resolved by negotiation with the tenderer, priced and included in the contract award amount prior to contract establishment. At this point, the estimated cost impact is in the range of \$130,000.

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Additional Project Management Costs including onsite Superintendent Services are estimated at an additional \$100,000.

Contingency

It is also recommended that a project contingency be allowed for in the revised budget. A minimum contingency of \$100,000 is suggested. This represents only 2.41% of the tendered amount.

Revised budget:

The combined tendered lump sum price, potential additions and contingency is \$4,541,463.91. This exceeds the available budget by \$847,544.91 ex GST.

The additional funds can be accessed from the Airport Reserve which currently holds \$14.6million and can support this cost.

Strategic Implications

Shire of Ashburton 10 Year Strategic Community Plan 2017-2027 (Desktop Review 2019)

Goal 04 Quality Services and Infrastructure
Objective 1 Quality public infrastructure

Given the strategic importance of the Onslow Airport to the region, it is imperative that the facility be well maintained and remain compliant with applicable safety and operational standards. These works will not only extend the life and compliance of the asset, but they will also improve operational safety, improve resilience to weather systems (revetment strength), and improve customer experience (smoothness of taxiway surfaces).

Risk Management

Risk has been assessed on the basis of the Officers Recommendation.

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Financial Impact	Possible 3	Moderate 3	Moderate (9)	\$100,001 to \$1,000,000	1. Thorough pre- contract negotiations. 2. Appointment of dedicated and experienced resources for contract management and technical supervision.

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The following Risk Matrix has been applied.

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

This item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Moderate" risk and will be mitigated by thorough pre-contract negotiations and by the appointment of dedicated and experienced resources for contract management and technical supervision.

Policy Implications

AMP 01 Asset Management Policy
FIN12 Purchasing Policy

Voting Requirement

Absolute Majority Required

Officers Recommendation and Council Decision

MINUTE: 233/2020

MOVED: Cr P Foster

SECONDED: Cr L Rumble

That with respect to the Award of RFT 16.20 Onslow Airport Airside Civil Works Package, Council:

1. Resolve that Report CONFIDENTIAL ATTACHMENT 7.3 is confidential in accordance with s5.23 (2) of the *Local Government Act 1995* because it deals with matters affecting s5.23 (2) (c);

"A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting."
2. Note the attached Evaluation and Recommendation Report CONFIDENTIAL ATTACHMENT 7.3;
3. Approve the budget amendment / increase of \$847,544.91 ex GST; with additional funds to be sourced from the Airport Reserve - GL 125204;
4. Award RFT 16.20 Onslow Airport Airside Civil Works Package, for the tendered fixed lump sum of \$4,149,463.91 ex GST; and

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- 5. Authorise the Chief Executive Officer to negotiate, execute and manage the Contract for RFT 16.20 Onslow Airport Airside Civil Works Package, including variations to the scope of works and contract value, providing this does not exceed the revised project budget or reduce the overall scope.**

CARRIED 7/0

UNCONFIRMED

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Declaration of Interest

Prior to consideration of this Agenda Item:

Councillors Foster and Diver declared an impartiality interest

See item 5.2 for details of the interest declared.

RECORDED ON REGISTER GV07

Councillors Foster and Diver remained in the meeting to participate and vote for agenda item 7.4.

7.4 KARIJINI EXPERIENCE 2021 – REQUEST FOR ADDITIONAL SPONSORSHIP

FILE REFERENCE:	ED01.01
AUTHOR'S NAME AND POSITION:	Benjamin Witkowski Manager Tourism & Economic Development
AUTHORISING OFFICER AND POSITION:	Megan Walsh Chief Operating Officer – Airports & Tourism
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	16 December 2020
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal
PREVIOUS MEETING REFERENCE:	Not Applicable

Summary

The Shire of Ashburton has an annual Sponsorship Agreement with the Nintirri Centre Inc. to assist with the financial costs for the administration of the Karijini Experience. The Shire of Ashburton donated to Nintirri Centre Inc. \$50,000 to help run the event in 2020 as part of their 2019/20 budget, however due to Covid-19, this event was cancelled. Nintirri has placed the \$50,000 into a trust account and rolled over to be used in the 2021 event.

Nintirri Centre Inc. is requesting an additional \$35,000 to promote the Shire of Ashburton to the Principal Sponsor of the Karijini Experience 2021. There is an unspent budget allocation of \$40,000 in the current 2020/21 budget that could be used to allow the Shire to become the Principal Sponsor. This would come with significant benefits to the Shire of Ashburton, including cultural tourism legacies, recognition and acknowledgement of the Shire at the event, and an enhanced tourism and marketing brand.

This report informs Council of the reasons why the Shire of Ashburton should become the Principal Sponsor of the Karijini Experience 2021 event.

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Background

The Karijini Experience is the hallmark event of the Ashburton region, serving as an opportunity to showcase high-quality arts, music, and cultural experiences to unite the community and attract visitation.

The Karijini Experience was established in 2013, originally hosted by the Pilbara Inland Chamber of Commerce and Industry (PICCI), before hosting of the event changed to the Nintirri Centre Inc. in 2015. In 2019, the event attracted 2,045 visitors, featuring 98 artists and 57 separate headline events. Most importantly, Karijini Experience represented 16 Aboriginal language groups.

The Shire of Ashburton has been a platinum sponsor of the event for a number of years. The 2020 event did not run due to the Covid-19 pandemic, however the Shire of Ashburton had already agreed to be a platinum sponsor. There were some issues with the 2019 Karijini Experience event, including a lack of representation of the Shire of Ashburton's sponsorship agreement, as well as a lack of adherence to ministerial visitation protocols.

Comment

In November 2020 Sylvia Winkler from the Nintirri Centre Inc. sent correspondence to the Shire of Ashburton with a request for the Shire to consider an increase in the sponsorship for Karijini Experience 2021. The Shire currently commits \$50,000 annually (Platinum level), the request was for the Shire to increase its commitment to a Principal Sponsorship level which is \$85,000 annually.

The correspondence also addressed and responded to feedback received from the Shire relating to the event in 2019.

The opportunity for the Shire of Ashburton to stand alone as the Principal Sponsor of the Karijini Experience event is a perfect opportunity to showcase the support of the arts and cultural community in the Ashburton locality.

As the principal sponsor of Karijini Experience 2021, the Shire of Ashburton would receive a number of benefits, including:

- Verbal acknowledgment at each of the five hallmark events (Welcome to Country, Experience Film, Bush Tucker High Tea, Gorge Event, the Yurlu Lounge).
- Inclusion of the Shire of Ashburton's name in the title of one of the hallmark events (listed above). This will also be displayed on the Karijini Experience website, social media, and printed/physical collateral.
- A full page displaying the Shire of Ashburton logo and organisational message in the Karijini Experience printed event programs.
- Representatives from our organisation will be taken on an exclusive VIP experience from the 6-10 April. This experience includes four tickets to an exclusive VIP Degustation dinner, general admission entry to each of the five hallmark events (listed above), and accommodation in the VIP Camp (The Red Room).
- The opportunity for a representative from our organisation to give a two (2) minute address at a nominated hallmark event, providing a chance for the representative to promote our organisation in front of VIPs and other sponsors.
- Extensive media coverage and inclusion in marketing and promotional material.

ATTACHMENT 7.4

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These opportunities would not be made available to any other sponsor, and would strongly demonstrate the Shire of Ashburton's importance in supporting the event.

In response to some issues that arose in previous Karjini Experience programs, the new Chief Executive Officer of Nintirri Centre Inc., has ensured the following steps will be taken to negate any future shortcomings:

- A new, exclusive degustation style dinner for Gold and Platinum sponsors, the Principal Sponsor, and all key stakeholders including Ministers, MPs, and the Premier.
- Full consultation with Tourism WA on adhering to the protocols, rules, and guidelines on hosting the Premier, as well as federal, state, and local MPs and Ministers.
- Full consultation and ongoing communication with Shire of Ashburton representatives, ensuring the planning and delivery is to the standard and expectation of the Shire. This will include regular mentoring sessions, meetings, and updates with the Tourism and Economic Development Manager, with information and updates from such activities to be passed on to the CEO, executive leadership team, and Councilors at the Shire of Ashburton.

The CEO of Nintirri Centre Inc. also presented an opportunity to create a cultural tourism legacy through the Karjini Experience event. In the lead up to the event, traditional owners will have the ability to be trained by Clinton Walker and receive an accreditation in Indigenous Tour Guide Training. These skills will then be put into practice at the Karjini Experience 2021, where these traditional owners will be given the chance to lead tours through Karjini National Park to guests and visitors.

This will create an opportunity for the Shire of Ashburton to collaborate with Nintirri Centre Inc. and the traditional owners of the land to establish a new cultural tourism product in the future. It will raise the cultural profile of the Ashburton region, and assist in establishing the Shire of Ashburton as a cultural tourism destination.

The planning of Karjini Experience 2021 is well underway. Despite the added logistical and organisational impacts of Covid-19, ticket sales are currently higher than the same time last year. 84% of the tickets already sold are from areas outside of the Shire of Ashburton. This highlights the importance of the event as a promotional tool for the Shire. It is the hallmark event that brings people from all over Australia, increasing the Shire's tourism brand and market share of visitation to the wider Pilbara region.

Consultation

Chief Executive Officer
Chief Operating Officer – Airport & Tourism
Manager Media & Communications

Statutory Environment

There are no known statutory impediments for this matter.

Complies with all statutory requirements.

Financial Implications

The amount of \$50,000 plus GST was paid to Nintirri on 10 December 2019 for the Karjini Experience 2020. Due to the cancellation of the 2020 events, the \$50,000 was put into a trust account by Nintirri Centre Inc., to be rolled over into the 2021 event.

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For the Shire of Ashburton to become the Principal Sponsor, we would need to give Nintirri Centre Inc. an additional \$35,000. There is a \$40,000 budget allocation in the 2020/21 budget which is currently an unspent allocation.

Strategic Implications

Shire of Ashburton 10 Year Strategic Community Plan 2017-2027 (Desktop Review 2019)

Goal 01 Vibrant and Active Communities
Objective 1 Connected, caring, and engaged communities
Objective 4 A rich cultural life

Goal 02 Economic Prosperity
Objective 3 Well-managed tourism

Goal 03 Unique Heritage and Environment
Objective 2 Leading regional sustainability
Objective 3 Celebration of history and heritage

Goal 05 Inspiring Governance
Objective 1 Effective planning for the future

Shire of Ashburton Economic and Tourism Development Strategy (2019)

Goal 1 Promote the Shire
Objective 1 Targeted Destination marketing for increased tourism
Objective 2 Supporting capacity building

Goal 3 Promote Business Development
Objective 1 Encouraging investment in local business
Objective 2 Facilitating networks for growth and support

Risk Management

Risk has been assessed on the basis of the Officers Recommendation.

The following Risk Matrix has been applied.

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Reputation	Moderate (3)	Moderate (9)	Possible (3)	Substantiated, localised impact on community trust or low media item	Reputation is managed by following the officer's recommendation and the support to the Shire's Strategic Corporate Plan.

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Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Compliance	Moderate (3)	High (12)	Likely (4)	Non-compliance results in termination of services or imposed penalties to Shire/Officers	Compliance issues are mitigated by following the officer's recommendation for an improved digital presence with the development of a new website.
Financial Impact	Minor (2)	Moderate (6)	Possible (3)	\$10,000 - \$100,000	Managed by following the officers recommendation

Adoption of this item has been evaluated against the Shire of Ashburton's Risk Management Policy CORP5 Risk Matrix. The perceived level of risk is considered to be "Moderate" due to the financial value of the project, compliance requirements and the risk to the Shire's reputation. Regular monitoring will be undertaken with specific procedures and controls engaged throughout the delivery of the project and will be consistently reviewed and managed.

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Policy Implications

There are no known policy implications for this matter.

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Voting Requirement

Simple Majority Required

Officers Recommendation and Council Decision**MINUTE:** 234/2020**MOVED:** Cr L Rumble**SECONDED:** Cr M Lynch

That Council, with respect to the Karijini Experience 2021 – Request for Additional Sponsorship:

- 1. Acknowledges the \$50,000 held in trust by Nintirri Centre Inc, as provided by the Shire in the 2019/2020 budget; and**
- 2. Elevates the Shire of Ashburton's sponsorship level to that of Principal Sponsor, through the provision of an additional \$35,000, which is allocated into the 2020/21 budget to sponsor the Karijini Experience; and**
- 3. Requests a report from the Chief Executive Officer in relation to the success or otherwise of the event in 2021 before any further funding is considered.**

CARRIED 7/0

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8. CONFIDENTIAL BUSINESS

Under the Local Government Act 1995, Part 5, and Section 5.23, states in part:

2. If a meeting is being held by a Council or by a committee referred to in subsection (2)(b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following:

- (a) a matter affecting an employee or employees;**
- (b) the personal affairs of any person;**
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;**
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;**
- (e) a matter that if disclosed, would reveal:**
 - (I) a trade secret;**
 - (II) information that has a commercial value to a person; or**
 - (III) information about the business, professional, commercial or financial affairs of a person,**

Where the trade secret or information is held by, or is about, a person other than the local government.

- (f) a matter that if disclosed, could be reasonably expected to:**
 - (I) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;**
 - (II) endanger the security of the local government's property; or**
 - (III) prejudice the maintenance or enforcement of any lawful measure for protecting public safety;**
- (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1981; and**
- (h) such other matters as may be prescribed.**

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Council Decision

MOVED: Cr P Foster

SECONDED: Cr M Lynch

That Council move behind closed doors at 4.15 pm to consider the following Confidential Items.

8.1 CONFIDENTIAL ITEM – APPOINTMENT OF DIRECTOR COMMUNITY SERVICES

Pursuant to sub section 5.23 (2) (c) of the *Local Government Act 1995* which provides:

- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

CARRIED 7/0

Staff members left the meeting at 4.15 pm and did not return.

8.1 CONFIDENTIAL ITEM – APPOINTMENT OF DIRECTOR COMMUNITY SERVICES

FILE REFERENCE:

GV05

AUTHOR'S NAME AND POSITION:

Adele Heraty
Manager Human Resources

AUTHORISING OFFICER AND POSITION:

Kenn Donohoe
Chief Executive Officer

NAME OF APPLICANT/RESPONDENT:

Not Applicable

DATE REPORT WRITTEN:

16 December 2020

DISCLOSURE OF FINANCIAL INTEREST:

The author and the authorising officer have no financial, proximity or impartiality interests in the proposal

PREVIOUS MEETING REFERENCE:

Not Applicable

REASON FOR CONFIDENTIALITY

The Chief Executive Officer's Report is confidential in accordance with s5.23 (2) the *Local Government Act 1995* because it deals with matters affecting s5.23 (2):

- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

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Officers Recommendation and Council Decision

MINUTE: 235/2020

MOVED: Cr D Diver

SECONDED: Cr L Rumble

That with respect to Confidential Item – Appointment of Director Community Services, Council:

1. Pursuant to section 5.37(1) of the *Local Government Act 1995* and Council Policy - EMP11 – Senior Employees Policy, designates the position of Director Community Services as a Senior Employee;
2. Note the report in relation to selection activities undertaken in regard to the position of Director Community Services; and
3. Pursuant to s5.37(2) of the *Local Government Act 1995*, accept the Chief Executive Officer's recommendation to appoint the preferred candidate (as outlined in the report) for the position of Director Community Services for a contract term of five (5) years.

CARRIED 7/0

Council Decision

MOVED: Cr D Diver

SECONDED: Cr L Rumble

Council re-open the meeting at 4.18 pm.

There were no members of the public involved in this meeting.

Roll Call – Cr Diver, Cr Rumble, Cr Lynch, Cr de Pledge, Cr White and Cr Richardson present.

CARRIED 7/0

9. CLOSURE OF MEETING

There being no further business to discuss the Presiding Member closed the meeting at 4.19 pm.

10. NEXT MEETING

The next Ordinary Meeting of Council will be held on 16 February 2021, at the Ashburton Hall, Ashburton Avenue, Paraburdoo commencing at 1.00 pm.

SoA Council Resolution Status

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
List the Decision (Resolution) number, which is unique	01/07/00	Select one of OCM or SCM	List the Title of the Item from the Minutes	This record contains all resolutions of Council since 26 April 2017 (and any 'known' outstanding prior to this date), excluding procedural motions, which have no action, other than those that are deferred or laid on the table, which may have subsequent actions.	The responsible officer (or delegate) to ensure that each task is referenced concisely and clearly. Simply adding the word "Complete" is inadequate. Using the term "Ongoing" is also considered insufficient and inaccurate.	Select one of 6 Directorates	The estimated due date should reflect the date that the task is proposed to be completed	Governance to ensure that all rows have at least 0% recorded
17.2	19/08/16	OCM	Notice of Motion in regards to a review of the Transient Worker Accommodation Policy	CEO to initiate a review of LPP13 transient worker accommodation policies and any other related planning in light of other related Councilors opposition to double bunking. Councilors have expressed concerns as Chevron's intentions to double bunk at their Wheatstone Project.	Is prepared to suspend Stage 2 development for period of 12 months (to be reviewed in March 2020); and proposed strategy to review and update all LPPs submitted to Director PDS. LPP review strategy prepared and submitted to Manager Development Services 11/09/2019. Ms Bryce to give an LPP 13 update on status. To go to August 2020 OCM. 10 February 2021 -The LPP will be reviewed as part of the scheme review, this can be finalised.	Development Services	17/02/21	99%
28	27/09/16	OCM	Notice of Motion – Proposal for RV Friendly Town Status	That Council continue to pursue the achievable essential criteria of being an RV Friendly district, as budget funding permits.	Funding allocated in 2019/20 FY to undertake works on TP info Bay. Works can't proceed until there is an agreement with Main Roads on the proposed Information Bay site at the Mine/Paraburdoo - Tom Price Roads. October 2020 Update. RFT for Visitor Information Bay Structure closed late September. Current budget \$468K. Tender for structure \$239K. Balance of \$229K insufficient for site works which are still to be designed and costed. Scope of Works / Costing being organised. Report to Council at November OCM seeking additional budget allocation. November 2020 Update. Additional funding allocated at Nov OCM to complete as a single project (structure & site works). Site works currently under design. RFT for project delivery in mid Jan for completion in Apr/May 21. February 2021 Update. Project designed / RFT documentation in draft / final checking of documentation prior to RFT. Project delivery planned for May/June.	Infrastructure Services	30/06/21	80%
39	27/09/16	OCM	Notice of Motion – Request a report on the formulation of a policy on Greening Ashburton.	That Council: 1. Approve the development of a whole of district integrated Landscaping Plan; and 2. At its 2016/17 Annual Budget Review, consider the potential of providing additional funds to progress district landscaping as outlined in the Plan. 3. Not progress a Local Law to control removal of trees on private property.	May 2020 Update. Resolution finalised, on going greening program subject to annual budget considerations. Provisions made in the 2020/21 budget to further progress the strategy. August 2020 Update. Project is ongoing within the provisions of the current budget. Information is correct as of 31/8/2020. October 2020 Update. Refer Decision Number 703/2019 regarding current tree planting program. November 2020 Update. Consultant engaged to assist with the development of a 5 year tree planting program within the three towns. Site visits arranged for first week in December (in consultation with Councilors). 5 Year Plan to be presented to Council in the New Year (date TBC). February 2021 Update. Consultant report received and currently under review. Report to Council in March.	Infrastructure Services	30/06/21	80%
255/2017	24/10/17	OCM	Proposed Permanent Closure of Pedestrian Access Way between Carob Street and Poinciana Street, Tom Price	That with respect to the proposed closure of the western PAW in Tom Price, Council: 1. Request the Minister for Planning, Lands, and Heritage to close the PAW located at the western end of Poinciana and Carob Streets, Tom Price as described in the attached plan 170307-CP-01 ATTACHMENT 14.3C; and 2. Advise all parties who have made submissions regarding this matter of the Council's request, noting the ultimate decision and any resultant amalgamations rest with the Minister.	Request sent to Minister. Advice sent to relevant parties. Awaiting response from Minister. (November 2017) Closure pending final agreement between land owner and Dept Planning, Lands and Heritage. DPLH in receipt of comment from Rio Tinto regarding underground assets in the PAW. (June 2020). DPLH awaiting easement requirements from Rio Tinto. (Reviewed - February 2021).	Corporate Services	30/06/21	90%

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
285/2017	15/12/17	OCM	Planning Scheme Amendment No. 32 - Conversion of Existing Local Planning Scheme No. 7	<p>PART 1</p> <p>That with respect to the proposed Planning Scheme Amendment No.32 - conversion of existing Town Planning Scheme No.7 to Model Scheme Text, and associated matters, Council resolve:</p> <p>1.That the local government, pursuant to section 75 of the Planning and Development Act 2005, amend the above Local Planning Scheme by:</p> <p>a.Converting the Scheme text to the Model Scheme Text Format as established in the Planning and Development (Local Planning Schemes) Regulations 2015, Schedule 1 and making the Scheme text consistent with the Deemed Provisions;</p> <p>b.Introducing the following Supplemental Provisions into the converted Scheme:</p> <p>i.Clause 61(1)(k) Notwithstanding the zoning table or any other Scheme requirements, any proposed development or use located within a Special Control Area shall require submission of a development application to Council for assessment, unless otherwise determined.</p> <p>ii.Clause 61(1)(l) The erection or extension of an outbuilding, external fixture, boundary wall or fence, patio, pergola, veranda, garage, carport or swimming pool on the same lot as a single house if a single house is a permitted ("P") in the zone where the R Codes do not apply and where the development standards set out in the scheme for that particular zone (including boundary setbacks) are satisfied, unless the development is located in a place that is: entered in the Register of Heritage Places under the Heritage of Western Australia Act 1990; or the subject of an order under the Heritage of Western Australia Act 1990 Part 6; or included on a heritage list prepared in accordance with this Scheme; or within an area designated under the Scheme as a heritage area; or the subject of a heritage agreement entered into under the Heritage of Western Australia Act 1990 section 29.</p>	Principal Planner preparing documents for submission to EPA &WAPC (January 2018); Amendment report to be completed following consideration and final adoption of Local Planning Strategy, to be presented at August 2019 OCM as the Strategy is a higher priority document. Document to be sent to Planning Consultant Joe Douglas for completion. 24/03/2020. PLEASE SEE PART 2.	Development Services	17/02/21	99%
285/2017	15/12/17	OCM	Planning Scheme Amendment No.32 - Conversion of Existing Local Planning Scheme No.7	<p>PART 2</p> <p>iii.Clause 61(1)(m) The advertisements contained in Schedule 2 of this Scheme do not require development approval.</p> <p>iv.Clause 61(1)(n) The erection of a boundary fence in a zone where the R Codes do not apply.</p> <p>v.Clause 61(1)(o) The carrying out of works urgently necessary to ensure public safety, for the safety or security of plant or equipment or for the maintenance of essential services.</p> <p>i.Clause 61(1)(p) The use of land which is a permitted (P) or incidental (I) use in the zone in which that land is situated provided it does not involve the carrying out of any building or other works or requires the provision of additional car parking.</p> <p>vii.Clause 61 (1)(q) The carrying out of works associated with low impact telecommunications facilities as defined by the Telecommunications (Low Impact Facilities) Determination 1997.</p> <p>c.Deleting Appendix 11 – Ashburton North Strategic Industrial Area (SIA).</p> <p>d.Amending the Scheme Maps in accordance with Tables 1, 2, and 3 contained in the Officer's report:</p> <p>2.That the Amendment is complex under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason(s):</p> <p>a.the amendment is not addressed by any local planning strategy; and</p> <p>b.the amendment relates to development that is of a scale, or will have a significant impact relative to development in the locality;</p> <p>3.To request the Acting Chief Executive Officer to prepare the necessary documentation accurately describing the proposed Scheme Amendment for submission to the Western Australian Planning Commission, and for the purpose of public advertising and referral to the Environmental Protection Authority for assessment.</p>	Principal Planner preparing documents for submission to EPA &WAPC (August 2019); see part 1 will be sent to external Planning Consultant Joe Douglas for completion. 26/03/2020. 06/05/2020 Contractor Joe Douglas was sent the details today and will be following it up immediately. Further update will be provided for the June 2020 OCM. CEO has provided instruction for consultant planner to finalise submission to EPA and WAPC in accordance with Council's Resolution.29.5.2020. Submission made to EPA and WAPC. Result pending. (July 2020). Reviewed - 4.8.2020 still pending. 10 February 2021 this will be reviewed as part of the scheme review, this can be finalised.	Development Services	17/02/21	99%
371/2018	22/05/18	OCM	Request for Excision and Dedication of Portions of Unallocated Crown Land and Portion of Mine Road as a Road	<p>That with respect to the request to dedicate the subject portions of Unallocated Crown Land and Mine Road, Tom Price, Council:</p> <p>1.Resolve, in accordance with section 56 of the Land Administration Act 1997, to request the excision and dedication of the portions of Unallocated Crown Land as depicted in the attached plans, being Lots 23, 24 and 26 on Deposited Plan 241873 and Lot 500 on Plan 409463, for the purpose of public roads;</p> <p>2.Advise the Department of Planning, Lands and Heritage in writing of the Shire of Ashburton's commitment to indemnify the State, the Department and the Minister for Planning, Lands and Heritage;</p> <p>3.Resolve, in accordance with section 56 of the Land Administration Act 1997, to request the excision and dedication of that portion of Mine Road being Lot 9 on Plan 047815 as depicted in the attached plan, for the purpose of a public road; and</p> <p>4.Request Main Roads Western Australia of the Recommendations 1 and 3, above for the purposes of updating the Heavy Vehicle Network Road Network database.</p>	DPLH progressing - delay with road to Archery Reserve due to mining tenement and access through RTIO's rail lease. Street names yet to be supplied by Traditional Owners and endorsed by Council. (June 2020). Director of Infrastructure to liaise with Main Roads Regional Manager for Main Roads to consider vesting of Mine Road for its inclusion on the state network. (Restricted Access Vehicles) 29.5.2020. DPLH advised a new NT process is required to determine actions required under NT Act. (Reviewed - December 2020). 6/10/20 Update. No change. Acting Director to liaise with MRWA Regional Manager. CEO to have discussions with RTIO regarding road. (February 2021)	Corporate Services	30/06/21	50%

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
493/2019	12/02/19	AT	Onslow Water Tanks Public Art Project	That with respect to the Onslow Water Tanks Public Art Project and the vision to develop and be part of a regional mural trail, the Tourism Development Committee recommends that Council: 1. Seek quotes from persons listed in ATTACHMENT 7.1B for a mural project which includes site preparation, consultation and community workshops, design drafts and project execution; 2. Request the Chief Executive Officer to pursue grant/commercial funding to support the mural project; 3. Request the President and Chief Executive Officer to approach Rio Tinto to investigate similar mural projects and contributions for their water tanks in Tom Price and Paraburadoo in order to achieve a 'Water Tank Art Trail' for the Shire; and 4. Request the Chief Executive Officer to pursue a 'Water Tank Art Trail' for relevant Pilbara and Gascoyne towns with similar 'public art' trail possibilities.	International mural artist from Brisbane (Guido van Helten) has been engaged by the Shire Tourism & Economic Development Specialist. Third party contracts have been finalized. Community consultation to be undertaken in April 2020 to ascertain mural preference. Matter on hold due to COVID-19 Travel restrictions. Director Community Services to liaise with artist, consultation with community. 29.5.2020. (Agenda Discussions reassigned to Director Community Services) KB - 02.06.20 Will review documentation and assess process with Artist due to COVID 19. Funding has been requested to be extended due to current COVID 19 and accepted by Country Arts WA. 01.07.20 - Until the border opens the Artist is unable to be here in WA. CEO has had discussions with Water Corporation in relation to support the water tank. Reviewed - KB 29.07.20: Artist has made contact with Shire offices. Currently in COVID lockdown in USA. Has requested additional funds due to COVID, however Director of Comm. Services is reviewing contract with Procurement to identify if WA artist can be used instead. KB 31.08.20: Procurement advised Project to be managed by Megan Walsh as C.O.O. Airport & Tourism - all relevant documentation including original RFQ will be emailed by Procurement by COB Fri 04/09/2020. Meeting scheduled 09/09/2020 with Megan, Kellie and Lisa in Onslow. 9 February - The artist - Guido van Helten is due to arrive into Onslow around 20 February 2021. He is then going to do a consultation with the community and groups. This for the communities input into the design of the artwork. Shire staff and Councillors will have the opportunity to give their input into the design of artwork. He is going to present the design at the March Ordinary Meeting of Council.	Office of the CEO	21/04/21	40%
533/2019	12/03/19	OCM	Smoke Free Signage Project	That with respect to the Smoke Free Signage Project, that Council: 1. Support the design of smoke free signage age by school children and for the designs then to be printed on to signs and placed in designated areas throughout the Shire; and 2. Consider a submission to the 2019/20 Annual Budget that provides for \$8000 towards the implementation of the Smoke Free Signage Project.	To be progressed in 3rd Term School Year in collaboration with WACHS. KB 24.01.2020 - Contact has been made with DoH with regards to last 3 engagement sessions with Tom Price, Paraburadoo, Pannawonica schools. Onslow has completed the engagement session in 2019. KB 29.03.2020 - Due to COVID19 current project on hold until school will resume. Discussions are supported by schools. KB 05.05.20 - Schools have returned back for Term 2 - 2020 - contact has been made with the schools to reinvestigate the engagement sessions due to COVID 19. Reviewed KB 29.06.20 - as per comments above. Term 3 for discussions with DoH & local schools. FP 31.08.2020 - looking for appropriate dates in Term 4 to hold WA Health Promotions workshop across the 5 primary schools within the Shire. FP 18.09.2020 - No dates yet secured working with schools to complete in term 4. JE 17.11.2020: Following up status with WA Health Promotions contact point. VB received correspondence from Panna team to follow-up with WA Health Promotions contact point. VB: 08/12/2020: Project will be resumed in 2021 as per discussions with Smoke Free WA. VB: 09/02.2021: Discussions with Paraburadoo and Tom Price Community Development Officers to follow up with primary schools.	Community Services	31/05/21	60%
609/2019	16/07/19	OCM	Response to Notice of Motion of 12 February 2019 in regard to 'Request for Pedestrian Crossing'	That with respect to response to Notice of Motion of 12 February 2019 in regard to 'Request for Pedestrian Crossing', Council: 1. Note the Report in response the Notice of Motion; 2. Approve the design and installation of 'Raised Plateau Speed Humps' in accordance with Main Roads Western Australia (MRWA) Standards at the crossing point from the shopping area to the library and immediately south of Stadium Road in principal; 3. Approve the installation of warning signs and road markings in accordance with the MRWA standards for 'Pedestrian Refuges' at the crossing points from the shopping area to the library and immediately south of Stadium Road; 4. Authorise the Chief Executive Officer to refer all works to MRWA for approval and undertake negotiations as required; and 5. Approve commissioning of a Traffic Impact Study's for Shared Traffic Zones in Onslow, Paraburadoo and Tom Price as determined necessary by the Chief Executive Officer.	Approved but works have not yet started. Further update to be provided. 11.12.19. Ongoing discussions with Main Roads continue. Further update will be provided by the end of June 2020. Initial works on Central Rd Tom Price crossover carried out in June, insufficient height, further works to be completed in July (08 July 2020). Final asphalt work completed, piano keys and additional signage due by end Aug. Information correct as of 31/8/2020. October 2020 Update. Additional line-marking quote being sourced for holding lines, islands, turning arrows and retro-reflective paint on existing piano keys. November 2020 Update. Line marking scheduled for November/December. February 2021 Update. Line marking complete.	Infrastructure Services	17/02/21	99%
634/2019	18/09/19	OCM	Small Business Friendly Local Government Program	That with respect to the Small Business Friendly Local Government Program and the vision to facilitate economic prosperity and business development in our Shire, Council: 1. Seek membership to become a Small Business Friendly Local Government through the Small Business Development Corporation.	Local small business funding strategy/program being developed by Tourism & Economic Development Specialist. 9 February 2021 - This has been completed, the Shire is a member of the Small Business Development Corporation.	Office of the CEO	17/02/21	99%

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
667/2019	22/10/19	OCM	Proposed Location for the Development of the New Shire of Ashburton Administration Centre	That with respect to the Proposed Location for the Development of the New Shire of Ashburton Administration Centre, Council: 1.In Principle Support, Lot 246 Poinciana Street, Tom Price (Current location of the Shire of Ashburton Administration Centre) with consideration for Lot 247 as part of the re-development; and 2.Request the Chief Executive Officer to prepare a Community Consultation Strategy and Business Plan to progress the development of a new Tom Price Administration Centre.	Progressing. Workshop to be held at 11 February 2020 OMC. Workshop held at March OMC with an endorsement for Lot 246 Poinciana Street, Tom Price. Commencement of Community Consultation & Strategy/Business Plan can now take place. 26/03/2020. Internal engagement can continue, but community engagement has been placed on hold pending relaxation of the COVID-19 social gathering restrictions. April (2020) Application made to RTIO for acquisition of L247. (Reviewed August 2020). Concept designs completed, QS costings still be completed to present to council. (October 2020) Concept designs and costings still being addressed to present to council in February 2021 (December 2020)	Projects & Procurement	17/02/21	70%
675/2019	22/10/19	OCM	Tom Price Flying Doctor Service (RFDS) Airstrip	That with respect to Tom Price Royal Flying Doctor Service (RFDS) Airstrip, Council: 1.Request the Chief Executive Officer to make further investigations into Lot 111 to determine if additional land is required outside the boundary; 2.Request the Chief Executive Officer to make enquiries to the Department of Planning, Lands and Heritage to: a.Obtain in-principle support for the creation of a Reserve over Lot 111 on Deposited Plan 19411900; and b.If required, request the boundary of Lot 111 be extended to meet the Royal Flying Doctor Service Airstrip Physical Characteristics; and 3.Request the Chief Executive Officer to provide a further report to Council: a.To formally request creation and management of a Reserve upon receipt of in-principle support from the Department of Planning, Lands and Heritage; and b.For consideration of compensation costs and indemnification of the Minister for Lands in relation to the native title future act process.	Investigations into Lot 111 (Cnr Karijini Drive and TP-Para Road) ongoing. Construction funding commitment of \$2.5M from State as pre-election promise. CASA advised AMS to submit finalised report prior to making comment. AMS to submit finalised report to CASA by EoM October after workshopping risks with RFDS. DoT advised of request to allocated funding to 2020/21 FY due to delays. Workshop to be undertaken with Councilors in February. (February 2021)	Corporate Services	01/03/21	75%
682/2019	22/10/19	OCM	Award of RFT 07.19 Onslow Class IV Landfill Work - Pilbara Regional Waste Management Facility	That with respect to the Award of RFT 07.19 Onslow Class IV Landfill Work- Pilbara Regional Waste Management Facility, Council: 1.Resolve that Report CONFIDENTIAL ATTACHMENT 15.1B is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c); "A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting." 2.Note the attachments RFT 07.19 Scope of Works ATTACHMENT 15.1A and Evaluation report CONFIDENTIAL ATTACHMENT 15.1B; 3.Pursuant to Clause 20, Division 2, of "Local Government (Functions and General) Regulations 1996, vary the scope of works of RFT 07.19 by removing the Tyre Baling Shed and Maintenance Shed as a minor variation to RFT 07.19. 4.Once a Works Approval for the Onslow Class IV Landfill has been issued by the Department of Water, Environment and Regulation, the Conditions Precedent have been satisfied, and the Building Better Regions Funding Milestone changes have been authorised by the Federal Government, award RFT 07.19 Onslow Class IV Landfill Early Works, as varied in recommendation 3 above, to Raubex Construction Pty Ltd, upon the approval of the works by the Department of Water and Environmental Regulations, and authorise the Chief Executive Officer to enter into a contract with the preferred contractor; and 5.Authorise the Chief Executive Officer, prior to the signing of contracts, to negotiate the provision of possible variations, providing that the variations are: a)In accordance with clause 20 of the "Local Government (Functions and General) Regulations 1996", b)Necessary in order for the goods or services to be supplied, and c)Managed within the overall budget for the project.	Contract being prepared for signing. Raubex has been awarded accreditation 21 May 2020. Contract has commenced, works are well underway with the 25% completion milestone expected to be achieved by July 3, 2020 (9/7/2020). Works are progressing slightly ahead of schedule. Liner materials will start arriving on site as from August 18, 2020. It has been estimated that the delivery of the lining materials will require 21 trailers over a two week period. Two of the principle culverts are currently being installed and several of the formed basins are near completion. Works are progressing well and in accordance with the program. Information correct as of 31/8/2020. October 2020 Update. Status report prepared for PRWMF Committee on 15 October 2020. A full update is provided in that report. In summary, construction is proceeding in accordance with the construction timeline with a 15 December being the expected completion date. Project is on time and on budget. November 2020 Update. Contractor still working to a 15 Dec for practical completion. However, progress on site indicates that this is unlikely to be achieved. More likely date for practical completion on 15 Jan. Project still on budget / minor delay to practical completion is not an issue. February 2021 Update. Very near to practical completion. Contractors due to demobilise offsite on 12/2/2021. Leachate Management System due to be installed March 2021 and signage being erected 9/2/2021.	Infrastructure Services	12/02/21	98%
674/2019	19/11/19	OCM	Proposal to Lease Reserve 39327 (Recreation - Speedway) Nameless Valley Drive, Tom Price	That with respect to the Proposal to Lease Reserve 39327 (Recreation - Speedway), Nameless Valley Drive, Tom Price, Council: 1.Authorise the Acting Chief Executive Officer to finalise the terms of a Lease Agreement (ATTACHMENT 13.5B) between the Shire of Ashburton and Tom Price Motor Sport Club Incorporated (Association No. A1031145U); 2.Authorise the Acting Chief Executive Officer to seek formal approval of the Lease Agreement from the Minister for Lands; and 3.Subject to approval from the Minister for Lands, authorise the Shire President and the Acting Chief Executive Officer to affix the Common Seal to, and execute the Lease Agreement between the Shire of Ashburton and Tom Price Motor Sport Club Incorporated.	Club comment on draft lease required prior to seeking Minister for Lands comment. (November 2019) Club requested water main/meter upgrades prior to agreement to lease. RTIO input sought as water supplier. (March 2020). Projects & Procurement leading electrical works as lighting upgrades required. Further report to Council March/Budget Review. (February 2021)	Corporate Services	31/03/21	50%

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684/2019	19/11/19	OCM	Notice of Motion Consideration of 'No School, No Pool' Initiative in Tom Price and Paraburdoo	That with respect to Notice of Motion Consideration of 'No School, No Pool' Initiative in Tom Price and Paraburdoo, Council: 1.Support the community initiatives with the aim of increasing school attendance across all our Ashburton Schools; 2.Request the Acting Chief Executive Officer undertake consultation/engagement with our Schools in Tom Price and Paraburdoo to ascertain whether there is a desire to establish a 'No School, No Pool initiative'; and 3.Request the Acting Chief Executive Officer report the findings back to Council.	CEO formulating consultation/engagement plan. 11.12.19 KB 29.03.20 - Schools have been contacted and Manager Facilities - Pools, engagement was to be held in April 2020 however due to COVID19 now will require review and possible completed in the coming months. Support for this discussions was positive with the schools and happy to support the conversations. 21.10.2020 - Tom Price & Paraburdoo Pool managers to liaise with local stakeholders to discuss No Pool No School rules. Agenda Item to be presented to Council by December 2020. 10.2.21 - Paraburdoo Swimming Pool Manager stated there does not appear to be an issue in Paraburdoo. Tom Price still ongoing. This program will only work if driven by the local schools, then enforced by the swimming pool staff. This involves the schools issuing wrist-bands at the end of school day as proof of school attendance. The pool staff can then allow access to the pool during school days when entrance fee paid of is a pass holder. No further action required from Officers.	Projects & Procurement	30/03/21	50%
700/2019	17/12/19	OCM	RFT 15.19 Urban Roads Asphalt Resealing Program	That with respect to RFT 15.19 Urban Roads Asphalt Resealing Program, Council: 1.Resolve that Report CONFIDENTIAL ATTACHMENT 15.1 is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c); *A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting. 2.Award RFT 15.19 Urban Roads Asphalt Resealing Program to Urban Pavements Pty Ltd (T/A AAA Asphalt Surfaces) for a total of \$1,116,788.00 excluding GST per year, for a term of two years with the option to extend for an additional one year; 3.Authorise the Acting Chief Executive Officer to enter into a contract with the preferred contractors; and 4.Authorise the Acting Chief Executive Officer to manage the contract, including the provision of possible variations, providing the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract and managed within the overall budget for the project; and 5.Authorise the Acting Chief Executive Officer to enter into negotiations for a possible extension to the Contract for an additional 1 year to present back to Council for final approval.	Contract is being drawn up to be sent to the successful tenderer. Contract has been awarded, works to commence 21st May 2020. Year 1 completed June 2020 and Year 2 scheduled for July/August 2020. July 2020 Update. Second year works on Tom Price completed on 30th July 2020. Third year schedule to follow for Onslow in Aug 2021. October 2020 Update. No change. Update as per 31/8/20 still current. November 2020 Update. No change. February 2021 Update. No change.	Infrastructure Services	30/06/22	67%
701/2019	17/12/19	OCM	RFT 21.19 Rural Unsealed Roads Renewal Program	That with respect to RFT 21.19 Rural Unsealed Roads Renewal Program, Council: 1.Resolve that Report CONFIDENTIAL ATTACHMENT 15.2 is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c); *A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting. 2.Award RFT 21.19 Rural Unsealed Roads Renewal Program to Goodwork Holdings Pty Ltd for a total of \$2,145,546.00 excluding GST; 3.Authorise the Acting Chief Executive Officer to enter into a contract with the preferred contractors; and 4.Authorise the Acting Chief Executive Officer to manage the contract, including the provision of possible variations, providing the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract and managed within the overall budget for the project.	Contract executed. Contractor has started on site and works are underway. Further update in August 2020. (08 July 2020).Work progressing on Towera-Lyndon Road, moving to Ashburton Downs in August with a scheduled Sept completion. Information is correct as of 31/8/2020. October 2020 Update. Works have been suspended. Item for the November Council Meeting. November 2020 Update. November OCM Report authorised CEO to settle - this has been achieved. Balance of works to be retendered along with other rural unsealed road projects. Briefing / update to be provided at December OCM. February 2021 Update. Have advertised RFT. Closes 3rd March.	Infrastructure Services	31/03/21	60%
748/2020	11/02/20	OCM	Tom Price Co-Located Emergency Services Facility	That with respect to the Tom Price Co-Located Emergency Services Facility, Council: 1.Authorise the Acting Chief Executive Officer to execute the funding instrument with Department of Fire and Emergency Services for the Co-located Emergency Services Facility; 2.Request the Acting Chief Executive Officer undertake public consultation in regards to a new Co-located Emergency Services facility being located within Lots 400 and 46; 3.Pending community support for the location, request the Acting Chief Executive Officer to make an application to Western Australia Planning Commission to subdivide a dedicated lot for the Co-located Emergency Services Facility; 4.Authorise the Shire President and Acting Chief Executive Officer to execute and/or apply the Common Seal to any land title forms; 5.Authorise the allocation of \$480,000 to subdivision and headworks services through savings identified in the budget review process; and 6.Authorise the Acting Chief Executive Officer to seek further external funding for the project.	Endorsed at Feb OMC 2020. Reviewed 4.8.2020 - progressing. Funding secured via LGGS \$1.7m and \$1.5m via RioTinto balance SOA \$850k. Architectural Design documentation is underway to form D & C Tender documentation. (October 2020) D & C Tender being prepared for advertisement via tenderlink late December 2020 early January 2021.(December 2020) Agenda Report to council February 2021 for Tender award (February 2021)	Projects & Procurement	01/12/21	40%
749/2020	11/02/20	OCM	Onslow Property Street Addressing	That with respect to the Onslow Property Street Addressing, Council: 1.Endorse the allocation of street addresses to Onslow residences; and 2.Upon completion of the allocation of street addresses, endorse the application of house numbers kerbside.	Draft correspondence and social media notification compiled. Rates Officer to assign numbering. (March 2020) Rates Officer to assign Street Numbers prior to engaging contractor to paint kerb. Delay with change of staff (February 2021)	Corporate Services	01/03/21	75%

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
751/2020	11/02/20	OCM	RFT 22.19 Kerb and Gutter Renewal Program	That with respect to RFT 22.19 Kerb and Gutter Renewal Program, Council: 1.Resolve that Report CONFIDENTIAL ATTACHMENT 15.2 is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c); "A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting." 2. Award RFT 22.19 Kerb and Gutter Renewal Program to KAT 5 Pty Ltd for a total of \$345,440.00 excluding GST, for a term of two years with the option to extend for an additional one year 3.Authorise the Acting Chief Executive Officer to enter into a contract with the preferred contractor; 4.Authorise the Acting Chief Executive Officer to manage the contract, including the provision of possible variations, providing the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract and managed within the overall budget for the project; and 5.Authorise the Chief Executive Officer to enter into negotiations for a possible extension to the Contract for an additional one year, referring back to Council for final approval.	RFT completed and awarded - Contract has been signed and project of works in progress. Program of Works commenced late June in Onslow, due for completion mid July. Further update to be provided by end July 2020. 2nd Year program due to start in Tom Price Aug/Sept(08 July 2020). Onslow works now completed for the 2019/20 financial year. Second year works will follow road reconstruction due at Tom Price in October/November 2020. Information is correct as of 31/8/2020. October 2020 Update. Contractor to complete additional minor works in Onslow - Sharkes Rd & Cornish Way - approx. \$25K. Planned completion by end October. Tom Price works planned for mid Nov. Includes works on Killawarra Dve, East Rd, Central Rd & Wattle St - \$225K. November 2020 update. Hold up with contractor providing quote for the planned works in Tom Price. Expect completion of works prior to Christmas (subject to contractor providing quotation and mobilising to complete works). February 2021 Update. Tom Price leg of program complete. Backfilling behind kerbing to be completed in the next week.	Infrastructure Services	18/02/21	90%
42/2020	10/03/20	OCM	RFT 25.19 Footpath Construction and Renewal Program	That with respect to RFT 25.19 Footpath Construction and Renewal Program, Council: 1.Resolve that Report CONFIDENTIAL ATTACHMENT 15.1A is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c); "A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting." 2.Award RFT 25.19 Footpath Construction and Renewal Program to Dowling Pty Ltd for a total term of two years, with the option to extend for an additional one year, and adopt the Schedule of Rates provided in the RFT submission under contract as provided in CONFIDENTIAL ATTACHMENT 15.1A; 3.Authorise the Acting Chief Executive Officer to enter into a contract with the preferred contractors; and 4.Authorise the Acting Chief Executive Officer to manage the contract, including the provision of possible variations, providing the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract and managed within the overall budget for the project.	Contract executed. Contractors will be onsite to commence works on 25th May 2020 in Onslow and will be completed by the 15th June 2020. Footpath Capex for Tom Price due to start in August 2020 for additional footpath assets. Tom Price renewal program also being adapted for August 2020 completion. Onslow works now completed (08 July 2020) Second year works in Tom Price program completed, grant funding submitted - works now scheduled for early September. Information is correct as of 31/8/2020. October 2020 Update. Works in Tom Price progressing well and slightly ahead of schedule. Overall, the contractor doing an excellent job. Expected completion 14/10/20. 29/10/2020. November 2020 Update. Final payment due to be made for the project including additional works for disability access and increased areas / pathway widths. Practical Completion Certificate still to be issued once final payment made. February 2021 Update. Payment finalised. Planning underway for Paraburdoo footpath works in FY 21/22.	Infrastructure Services	30/06/22	60%
68/2020	14/04/20	OCM	Tropical Cyclone Damien - Road Flood Damage Repairs	That with respect to Tropical Cyclone Damien - Road Flood Damage Repairs, Council: 1.Note report on progress of road flood damage repairs; and 2.Provide a budget expenditure for the following roads for the AGRN899 Claim post TC Damien for remedial works: FW144 Pannawonica – Millstream Road \$1,150,000 FW145 Banjima Drive \$30,000 FW146 Ashburton Downs Road / Ashburton Downs – Meekatharra Road \$1,110,000 FW147 Hamersley – Mt Bruce Road \$70,000 FW 148 Roebourne – Wittenoom Road \$950,000 Funded by the following: 124542 DFES AGRN899 Claim TC Damien for remedial \$2,960,000 Budget Surplus \$350,000	Works completed on Pannawonica - Millstream (claim ready to be lodged post CEO authorisation), Banjima Drive (works completed and recoup being finalised), Ashburton Downs and Ashburton Downs -Meekatharra Road (Cost Estimate Completed and submitted to DRFAWA), Hamersley - Mt Bruce Road (recoup being finalised) and Roebourne - Wittenoom Road assessment in progress by contractor - awaiting further information regarding the costs to re-instate damaged sections. (08 July 2020). August 2020 Update. Awaiting second quote for Roebourne Wittenoom Road cost estimate, also waiting for DRFAWA signing Ashburton Downs / Ashburton Meeka Roads Cost Estimate to proceed to RFT. October 2020 Update. Cost estimate for DRFAWA (TC Damien) reviewed by both DFES and MRWA. Funding approved for \$1.5m. Approval requires works to be completed by 30 June 2022. November 2020 Update. Remaining works to be completed under contract in April-June 2021. RFQ awarded for professional services. RFT for works in Jan/Feb with report to Council at March OCM. Brief to be provided at December OCM. February 2021 Update. Report pending to March OCM.	Infrastructure Services	30/06/21	50%

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
77/2020	12/05/20	OCM	RFT 26.19 Mine Road, Pavement Renewal and Widening Works	That with respect to RFT 26.19 Mine Road, Pavement Renewal and Widening Works, Council: 1.Resolve that Report CONFIDENTIAL ATTACHMENT 15.1 is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c); "A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting." 2.Accept the tender, being that submitted by Comiskey's Contracting Pty Ltd to form a contract for tender RFT 26.19 Mine Road Pavement Renewal and Widening Works; 3.Delegate, by Absolute Majority, in accordance with section 5.42 of the Local Government Act 1995, authority to the Chief Executive Officer to negotiate in regard to the contract for Tender RFT 26.19 Mine Road Pavement Renewal and Widening Works; a)Minor variations before entry into the contract, in accordance with Regulation 20 of the Local Government (Functions and General) Regulations 1996. b)Variations, after the contract has been entered into, limited to variations which the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract in accordance with Regulation 21A of the Local Government (Functions and General) Regulations 1996. 4.Approve a budget variation for the 2019/20 Budget as outlined below: (a) Increase Expenditure Account GL Account 11244500 Mine Road Pavement Renewal and Widening Works by \$90,000 from \$450,000 to \$540,000. (b) Decrease Expenditure Account GL 11244600 Works Program Floodway Stabilisations by \$90,000 from \$498,000 to \$408,000. 5.Accept that, should a Contract not be formed within Comiskey's Contracting Pty Ltd then the next Tenderer, being Stabilised Pavements is accepted and a Contract is to be formed, under the terms and conditions noted above, in accordance with Regulation 20(2) of the Local Government (Functions and General) Regulations 1996.	Contractors have been appointed draft contract being completed for approval and execution. Contract executed and works started in June 2020 and scheduled to be completed in July. (08 July 2020) Road reconstruction, widening and sealing undertaken in addition to asphalt overlay over areas subject to pavement stress. Awaiting linemarking, guideposts and guard rail install. An 3rd party engineering assessment will be conducted on the road to compare the completed works and the specification information is correct as of 31/8/2020. October 2020 Update. Preliminary investigations completed in Sep 2020. More detailed pavement analysis recommended with that work commencing on 5 October (to determine cause of failure and recommend remediation options). Final report expected 23 October. Plan to have design and technical specification completed by end of the year for rectification works in April / May 2021. November 2020 Update. Final report indicates significant issues with the road base material - which is well below MRWA specs. This, combined with poor tender documentation (including no pavement assessment or design) and lack of testing during construction, have been assessed as major factors in the pavement failure. Further testing of the pavement (FWD) has been organised to determine a final pavement design. Timeline/cost for pavement reconstruction TBC. February 2021 Update. Contractor dispute finalised. Further discussions with Rio pending regarding responsibility for this section of road.	Infrastructure Services	31/05/21	90%
80/2020	09/06/20	AC	National Redress Scheme (Participations of WA Local Governments)	That with respect to the National Redress Scheme (Participations of WA Local Governments), the Audit and Risk Management Committee recommend, Council: 1.Note the consultation undertaken and information provided by the Department of Local Government, Sport and Cultural Industries in regard to the National Redress Scheme and the participation of WA local governments; 2.Agree to participate in the National Redress Scheme as a State Government institution and is included as part of the State Government's declaration; 3.Authorise the Chief Executive Officer to execute a service agreement with the State, if a Redress application is received; 4.Note that a confidential report will be provided if a Redress application is received by the Shire of Ashburton; and 5.Request the Chief Executive Officer prepare a Shire of Ashburton Child Safe Policy in consultation with Council and the community for the consideration of Council as soon as practicable.	09/06/2020 Previous Director Kellie Bartley advised workshop with Council and Community required to be completed.	Community Services	30/04/21	61%
84/2020	09/06/20	OCM	Award of RFT 03.20 Supply, Installation & Service of Airport Passenger Screening Equipment	That with respect to RFT 03.20 Supply, Installation and Service of Airport Passenger Screening Equipment, Council: 1.Resolve that Report CONFIDENTIAL ATTACHMENT 11.3 is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c); "A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting." 2.Award RFT 03.20 Supply, Installation and Service of Airport Passenger Screening Equipment to L3 Harris for the tendered rate of \$386,470 excl of GST. 3.Authorise the Chief Executive Officer to enter into negotiations with the successful tenderer prior to contracts being awarded; and 4. Authorise the Chief Executive Officer to approve any budget variations in line with our legislative requirements of the International Monetary Exchange.	Contract has been awarded and in the process of being finalised. 8.7.2020. Awaiting signing of contract then equipment will be purchased. The delivery and installation will be confirmed upon finalisation of the contract. Reviewed 04.08.2020. 29/10/2020 Hold up on lead time of equipment due to COVID 19. 9 February 2021- Equipment has been imported from USA, hold up in exportation due to COVID19. Awaiting confirmation of when it will be delivered to site having just arrived in Australia. Extension has been granted from Department of Home Affairs for new screening regime.	Office of the CEO	21/04/21	60%
92/2020	09/06/20	OCM	Pilbara Trails Strategy	That with respect to the request from the Pilbara Trails Advisory Group, Council: 1.Note the draft request for quote for Pilbara Trails Strategy – Stage 1 as contained in ATTACHMENT 14.1; and 2.Endorse support for the Draft Pilbara Trails Strategy – Stage 2 for a provision of \$10,000 in the draft 2020/21 Annual Budget.	KB 17.06.2020 - No further action required. Finance to add \$10K to 20/21 budgets KB 29.07.20: meeting held with Pilbara Trails advisory group 29/7/20 - TRC Tourism has been engaged for stage 1 of the Pilbara Trails Master Plan. SoA has provided contact details for relevant stakeholder for community engagement anticipated Sept/Oct within the region. KB 31.08.20: Meeting scheduled Fri 18.09.20 for KB, KD and Dept LG, Sport & Cultural Industry. KB 27.09.2020 - Meeting cancelled KB to reschedule and meet with DLGSCI proposed date 02.10.2020 09/02/2021: May have been transitioned to Manager Economic Development & Tourism.	Community Services	31/03/21	60%
108/2020	14/07/20	OCM	Bushfire Risk Management Planning Program Grant Agreement	That with respect to the Bushfire Risk Management Planning Program Grant Agreement, Council: 1.Authorise the Chief Executive Officer to sign the Bushfire Risk Management Planning Program Grant Agreement ATTACHMENT 13.5.	Adopted at the July OCM, progressing as Bushfire Management Plan to be completed. Reviewed 4.8.2020. 10 February 2021 - further follow up with City of Karratha to verify to appointment of the Coordinator - position was filled end December 2020. Contact will be made with the Coordinator. Completed.	Development Services	17/02/21	99%

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
116/2020	11/08/20	OCM	Community Lifestyle and Infrastructure Plan	That with respect to the Community Lifestyle and Infrastructure Plan, Council; 1.Authorise the Chief Executive Officer to engage with Rio Tinto in the development of a collaborative growth plan for the towns of Tom Price and Paraburdoo during the review of Council's integrated planning process; and 2.Request the Chief Executive Officer to establish an appropriate engagement mechanism to identify Rio Tinto Iron Ore's vision for growth.	Progressing - RFQ issued.	Office of the CEO	30/04/22	20%
127/2020	11/08/20	OCM	Proposed Redefinition of Onslow Townsite Boundary	That with respect to the proposed amendment and redefinition of the Onslow Townsite Boundary, Council request the Minister for Lands to redefine the Onslow townsite boundary to include the addition of lands in accordance with the plan enclosed as ATTACHMENT 13.3B.	Progress with the Department of Lands. Letter has been issued, no reply as yet. 10 February 2021, advised by DPLH still Progressing.	Development Services	30/04/21	75%
132/2020	08/09/20	AC	Internal Audit Function	That with respect to the proposal for Internal Audit Services acknowledge the role of the Audit and Risk Management Committee in preparing a three year internal audit plan and acknowledge the Chief Executive Officer is undertaking a spot audit on the following areas: •Identified matters in the 2019 Financial Management Review; •Procurement systems and controls; •Risk management practices; •Grants applications, payments and acquittals; and •Records management compliance with regulations and systems review.	Moore Australia have been engaged to provide services. A report to the Audit Committee for March 2021 is to be prepared. (February 2021)	Corporate Services	31/03/21	85%
134/2020	08/09/20	AC	Regulation 17 Review	That with respect to the Regulation 17 Review, the Audit and Risk Management Committee recommends Council: 1.Note the Regulation 17 Risk Audit ATTACHMENT 7.3 and its suggested improvements / opportunities; 2.Note that a further report will be provided to the Audit and Risk Management Committee for its consideration, outlining recommended positions on those improvement opportunities offered in the Internal Audit; and 3.Request a review of the Risk Register is to be presented to the 15 December 2020 Audit and Risk Management Committee.	Risk review commenced, item to Audit & Risk Committee in March 2021.	Corporate Services	30/04/21	50%
136/2020	08/09/20	AC	Confidential Item - Update on Wittenoom Litigation, use of Delegation, Wittenoom Steering Committee, Senior Counsel, Legal Brief and Advice and Roebourne - Wittenoom Road	That with respect to the Confidential Item – Update on Wittenoom Litigation, Use of Delegation, Wittenoom Steering Committee, Senior Counsel Legal Advice and Roebourne - Wittenoom Road, the Audit and Risk Management Committee recommend Council: 1.Receive the Confidential Item – Update on Wittenoom Litigation, Use of Delegation, Wittenoom Steering Committee, Senior Counsel Brief and Advice and Roebourne - Wittenoom Road (CONFIDENTIAL ATTACHMENT 8.1) and remain confidential in accordance s5.23 (2)(b) & (d) of the Local Government Act 1995; and 2.Ensure that the Shire management continue to provide Wittenoom related reports to the Audit and Risk Management Committee.	Standing Item 10.02.2020 December 2019 Audit & Risk Management Committee received an update on these matters. Mr. Peter Kyle (Solicitor) has approached a Senior Counsel Lawyer who is prepared to undertake the task and Mr. Kyle will prepare a brief and once relevant Shire information is provided the matter can be progressed. Staff have been unable to provide requested information due to focus being on providing documentation for Rose case in NSW. 5.5.2020 Senior Counsel Discovery has recommenced. 10.8.2020 Progressing. Reviewed 25.8.2020 Discovery is progressing. Correspondence has been sent to Main Roads - no response has been received. 25.09.2020: Discovery is progressing, access to further archived documents will be completed in line with the introduction of the new records management system. Correspondence was received by Main Roads on 31 August 2020 advising that the road is classified as a local road, it remains under the care and control of the Shire and that Main Roads will not be undertaking any further maintenance work. 18.11.2020 New standing Agenda Item for the March A&R Committee. (February 2021)	Corporate Services	31/03/21	45%
142/2020	08/09/20	OCM	Records Management System	That with respect to the Records Management System, Council: 1.Endorse the five step approach outlined in this item to resolve access to historical records in a timely manner provide an industry standard recordkeeping platform to enable the organisation to manage information into the future. 2.Approve budget amendments for the 2020/21 Budget as follows: a.Increase new expenditure account Records Management System Project by \$247,500, from \$0 to \$247,500; and b.Increase Capital Income account GL no. 042477 Transfer from Financial Risk Reserve by \$247,500 from \$0 to 247,500.	Commenced assessment of physical files and specification for RFQ. RFQ closes 12/2/21. (February 2021)	Corporate Services	31/4/21	50%
143/2020	08/09/20	OCM	Excision of Portion of Reserve 42090 for a New Onslow Police Station	That with respect to the Excision of Portion of Reserve 42090 for a New Onslow Police Station, Council: 1.Support the excision and surrender of portion of Reserve 42090 for the provision of a new Onslow Police Station; and 2.Endorse the Shire President and Chief Executive Officer to petition State Agencies for a new Onslow Police Station.	Correspondence to be sent to WAPOL and DPLH advising the Shire's support of excision and surrender of portion of R42090. (September 2020) Awaiting correspondence from LEMC to support contents. (February 2020)	Corporate Services	30/04/21	50%
149/2020	08/09/20	OCM	Proposed Tom Price Hospital Site	That with respect to the Proposed Tom Price Hospital Site, Council: 1.Authorise the Chief Executive Officer to continue to liaise with State Government Agencies and Western Australia Country Health Services to provide support and determine the opportunities, risks and constraints of the proposed site as to its suitability for use as a future hospital site by the WA Country Health Service; and 2.Authorise the Chief Executive Officer to commence a scheme amendment to redesignate the sites on Lot 400 on Deposited Plan 409078 and Lot 46 on Deposited Plan 413028, to an appropriate land use reserve or zone for the intended purpose of the site for the future development of the site.	Liaising with WA Country Health Services to identify a proposed site within Lot 400. Awaiting reply from WACHS in regards to the proposed allocated site location for the hospital. 10 February 2021 - still awaiting reply from WACHS.	Development Services	30/04/21	75%

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152/2020	08/09/20	OCM	Tom Price Pump Track – Location	That with respect to the Tom Price Pump Track – Location, Council: 1.Endorse portion of Reserves 49947 and 44839 as the location of the Tom Price Pump Track; 2.Resolve in accordance with the Land Administration Act 1997 to request the Minister for Lands to: a)Revoke management order of Reserves 44947 and 44839; b)Cancel Reserves 44947 and 44839 in accordance with section 51; c)Create a new Reserve as a result of the amalgamation of Reserves 44947 and 44839 for the purpose of "Recreation" or similar in accordance with section 41; d)Issue a Management Order for the new Reserve to the Shire of Ashburton for the purpose of "Recreation" or similar in accordance with section 46; 3.Authorise the Chief Executive Officer to extend the scope of the project to include all necessary works and inclusions to integrate these tracks into the existing facilities; and 4.Authorise the Chief Executive Officer to prepare and advertise any necessary Request for Tender or Request for Quotations for the Design and Construction of the Tom Price Pump Track and all associated works.	Decision 677/2019 also refers. Project transferred to Development Services. On hold pending review of RFT. Project completion now planned for 31 May 2021 following wet season. (October 2020)	Projects & Procurement	31/05/21	25%
153/2020	08/09/20	OCM	Award of RFT 06.20 Tom Price Tennis Club Redevelopment	That with respect to the Award of RFT 06.20 Tom Price Tennis Club Redevelopment, Council: 1.Resolve the Report CONFIDENTIAL ATTACHMENT 17.1 is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2)(c); "A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting." 2.Award RFT 06.20 Tom Price Tennis Club Redevelopment for the tendered fixed lump sum of \$1,211,465.89 ex GST; and 3.Authorise the Chief Executive Officer to negotiate, execute and manage the Contract for Tom Price Tennis Club Redevelopment, including variations to the scope of works and contract value, providing this does not exceed the project budget or reduce the overall scope.	Works commenced onsite for the Tennis Club, project is on track. Construction ongoing, completion April 2021 (February 2021)	Projects & Procurement	10/02/21	60%
156/2020	13/10/20	PRWMC	Pilbara Regional Waste Management Facility- Status Report	That with respect to the Pilbara Regional Waste Management Facility- Status Report the Pilbara Waste Management Committee: 1.Receive the report regarding the construction phase of the Pilbara Regional Waste Management Facility project, noting that it has been compiled in accordance with the Pilbara Regional Waste Management Facility Committee Terms of Reference; 2.Receive the Hybrid Alliance Model Contract and Total Waste Management Services report for the Pilbara Regional Waste Management Facility; and 3.Request the Chief Executive Officer investigate an appropriate Public Art Statement and report to the next Pilbara Regional Waste Management Committee.	October 2020 Update. Investigation of the entry statements is underway with concepts to be presented to Council at the December meeting. November 2020 Update. Superintendent sourcing concepts. Wont be available for December OCM at this stage. Other issues associated with completing the contract are a higher priority. February 2021 Update. Updated report will be provided at March Council meeting.	Infrastructure Services	16/02/21	90%
159/2020	13/10/20	OCM	Schedule of Ordinary Meetings of Council and Audit and Risk Management Committee Meeting for 2021	That with respect to the schedule of Ordinary Meetings of Council and Audit and Risk Management Committee Meetings for 2021, Council: 1.Adopt the Schedule of Ordinary Council meeting dates, times and locations for the period February 2021 to December 2021 as outlined below: DATE LOCATION TIME Tuesday 16 February 2021 Ashburton Hall, Ashburton Avenue, Paraburdo 1:00pm Tuesday 16 March 2021 Council Chambers, Onslow Shire Complex, Second Avenue, Onslow 1:00pm Tuesday 20 April 2021 Clem Thompson Sports Pavilion, Stadium Road, Tom Price 1:00pm Tuesday 18 May 2021 Council Chambers, Onslow Shire Complex, Second Avenue, Onslow 1:00pm Tuesday 15 June 2021 Ashburton Hall, Ashburton Avenue, Paraburdo 1:00pm Tuesday 20 July 2021 Clem Thompson Sports Pavilion, Stadium Road, Tom Price 1:00pm Tuesday 17 August 2021 Council Chambers, Onslow Shire Complex, Second Avenue, Onslow 1:00pm Tuesday 21 September 2021 Mayu Maya Centre / Barry Lang Centre, Pannawonica 1:00pm Tuesday 19 October 2021 Clem Thompson Sports Pavilion, Stadium Road, Tom Price 1:00pm Tuesday 16 November 2021 Ashburton Hall, Ashburton Avenue, Paraburdo 1:00pm Tuesday 21 December 2021 Council Chambers, Onslow Shire Complex, Second Avenue, Onslow 1:00pm 2.Adopt the Schedule of Audit and Risk Committee Meeting dates, times and locations for the period February 2021 to December 2021 as outlined below. DATELOCATIONTIME Tuesday 16 March 2021 Council Chambers, Onslow Shire Complex, Second Avenue, Onslow To be determined Tuesday 15 June 2021 Ashburton Hall, Ashburton Avenue, Paraburdo To be determined Tuesday 21 September 2021Mayu Maya Centre / Barry Lang Centre, Pannawonica To be determined Tuesday 21 December 2021 Council Chambers, Onslow Shire Complex, Second Avenue, Onslow To be determined 3.Pursuant to section 5.25(g) of the Local Government Act 1995, give local public notice of the Schedule of Meeting dates, times and locations for the period from February 2021 to December 2021 provided for in 1 and 2 above 4.Approve the commencement times for the Council Meeting Day Elected Member Information Forums as follows: • Tom Price and Paraburdo - a time to be determined. • Onslow and Pannawonica - a time to be determined.	20.11.20 Public notice completed and put on website, newspaper advertisement still to be completed. Council Meeting dates have been published in the Pilbara News. All staff and Councillors have been notified of the Council Meeting Schedule for 2021. Finalised and completed.	Office of the CEO	17/02/21	99%

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160/2020	13/10/20	OCM	Marketing and Communications Strategy 2020 - 2023	That with respect to the Marketing and Communications Strategy 2020 – 2023, Council: 1.Endorse the Marketing and Communications Strategy 2020 – 2023; and 2.Request the Chief Executive Officer to implement the Marketing and Communications Strategy 2020 – 2023.	29/10/2020 Implementation progressing, website rebuild contract signed, and request for quote issued for creative services.	Office of the CEO	31/10/21	5%
174/2020	13/10/20	OCM	2020 Community Services Key Strategies Road Map	That with respect to 2020 Community Services Key Strategic Road Map Strategy, Council endorse the plan as contained in ATTACHMENT 14.3.	20.10.2020: KB Community Engagement Strategy RFQ commenced, Community Development Plan and Events Strategies to follow - due Feb 2021 08/12/2020: AM Overall program to be reviewed and presented to Council in 2021 once appointment of a new Director has been completed.	Community Services	31/12/21	10%
180/2020	13/10/20	OCM	Confidential Item - Paraburdoo Community Hub Activation, Youth and Recreation Engagement	That with respect to the request for the Paraburdoo Community HUB Activation, Youth and Recreation Engagement, Council: 1.Support the proposal business case for the employment of a Youth Engagement Officer for a 12 month trial period as contained in CONFIDENTIAL ATTACHMENT 16.4A, 2.Approve the following amendments to the 2020/21 Budget: a)Increase the Capital Income account Transfer from RTIO Partnership Reserve, GL no. 113275 by \$100,000, from \$0 to \$100,000; b)Create a new Operating Expenditure account for 'CHUB – Programs & Activities' by \$100,000, from \$0 to \$100,000; c)Decrease the Operating Expenditure account Salaries & Superannuation, GL no. 105023 by \$50,000 from \$390,474 to \$340,474; d)Decrease the Operating Expenditure account Salaries & Superannuation, GL no. 138001 by \$50,000 from \$273,831 to \$223,831; and e)Create a new Operating Expenditure account 'Salaries & Superannuation - CHUB Programs & Activities' by \$100,000, from \$0 to \$100,000.	20.10.2020: KB met with SPM and scheduled meeting with HR team for Fri 23/10/20 to discuss resource engagement. VB 17.11.2020: Preliminary discussions commenced with Youth Services stakeholders in September. Discussion with HR ongoing and will also include new Para Club Development Officer as he's experienced in this area. VB 08.12.2020: Stakeholder engagement in progress. VB 09.02.2021: Job Description and Advertising with HR.	Community Services	31/12/21	40%
186/2020	10/11/20	OCM	Acceptance of Grant Funding - BHP 'Vital Resources Fund'	That with respect to the Acceptance of Grant Funding - BHP 'Vital Resources Fund, Council: 1.Accept the funding of \$500,000 through the BHP Vital Resources Fund; 2.Request the Shire President and the Chief Executive Officer write to BHP thanking them for the grant; and 3.Amend the 2020/21 budget: a)Increase the Operating Income account, Grant and Contribution Income, GL no. 132148, by \$500,000 from \$0 to \$500,000; and b)Increase the Operating Expenditure account, Tourism Promotions, GL no. 135077 by \$500,000 from \$0 to \$500,000.	Invoice has been issued, commencing project. 9 February 2021 - Letter of thanks has been issued to BHP, Budget has been amended, 7 projects underway utilising this funding. Finalised and completed.	Office of the CEO	17/02/21	99%
187/2020	10/11/20	OCM	N&J Baker Shell Collection Onslow	That with respect to the N & J Baker Shell Collection, Onslow, that Council: 1.Authorise the Chief Executive Officer to provide a letter of offer to Mr and Mrs N Baker of Lot 454 Beadon Creek Road, Onslow for the acquisition of the display cabinets and associated paraphernalia pertaining to the shells and broader collection within Council's budget allocation. 2.Request the Chief Executive Officer to request Local Government Insurance Services insure the collection in case of loss or damage. 3.Request the Chief Executive Officer liaise with the St. John Ambulance and the Department of Planning, Lands and Heritage with the objective of securing Lot 395 Third Avenue, Onslow for the purpose of displaying the cabinets, associated paraphernalia and shells acquired from and provided by Mr and Mrs N Baker. 4.Request the Chief Executive Officer liaise with Mr and Mrs N Baker regarding: a)continued storage in their current location until the Shire of Ashburton acquires tenure over Lot 395 Third Avenue, Onslow; and b)relocation of the collection by Mr and Mrs N Baker when provision is made at Lot 395 Third Avenue, Onslow; 5.Requests the Chief Executive Officer prepare a costing for the security (both physical and electronic) of Lot 395 Third Avenue, Onslow, and present these costs to the Council for its consideration during a budget review process; and 6.Requests the Chief Executive Officer places signage to the effect of naming the shell collection the Neil and Judy Baker Collection or similar	27.11.2020 - Payment is completed. Insurer has been notified and waiting on confirmation. Relocation commenced. Further report in relation to #5 to be presented to February OCM. (February 2020)	Office of the CEO	31/03/21	50%
197/2020	10/11/20	OCM	Tom Price Tourist Information Bay	That with respect to the Tom Price Tourist Information Bay capital works project, Council: 1.Acknowledge the status of the project and risks associated with completing the structure and site works separately as outlined in this report. 2.Approve a budget amendment for the 2020/21 budget as follows: a)Increase capital expenditure job no. 15151 Tom Price Upgrade Tourist Info Bay signage by \$222,000 from \$468,361 to \$690,361; and b)Increase Transfer from Reserve (Infrastructure) GL account no. 134856 by \$222,000 from \$0 to \$222,000.	November 2020 Update. Civil / site works under design. Propose to issue RFT for delivery as a single project (site works & structure) in mid Jan for completion in Apr/May 2021. February 2021 Update. RFT process currently underway.	Infrastructure Services	19/05/21	20%
198/2020	10/11/20	OCM	Slip Into Onslow Tourist Signage	That with respect to the Slip into Onslow Tourist Signage, Council: 1.Endorse the proposed location of the sign to be installed; and 2.Support the draft concept design and delegate authority to the Chief Executive Officer to liaise in with Council on the final design.	November 2020 Update. No further feedback has been received regarding the draft concept. Final design and location will be provided following MRWA approval of location. Installation (subject to MRWA approvals) in Apr/May 21. February 2021 Update. Structural Engineering design for footings organised. Size to be confirmed - awaiting advice from Media.	Infrastructure Services	19/05/21	40%

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199/2020	10/11/20	OCM	Onslow Seawall / Foreshore Stabilisation Project	That with respect to the Onslow Seawall / Foreshore Stabilisation Project: 1. Note the project status update as outlined in this report; and 2. Endorse the proposed Scope of Works as detailed in the report.	November 2020 Update. Cardno engaged to prepare design and technical spec. Plan for RFT in mid Jan, closing early Feb for works to be undertaken in Apr/May 2021. February 2021 Update. Council approached Cardno for estimate of design services. Due to receive estimate mid Feb 2021.	Infrastructure Services	19/05/21	20%
204/2020	10/11/20	OCM	Confidential Item - Chevron Australia Pty Ltd and Shire of Ashburton Sponsorship Agreement - Working Together Onslow 2021	That with respect to the Confidential Item - Chevron Australia Pty Ltd and Shire of Ashburton Sponsorship Agreement - Working Together Onslow 2021, Council approves the annual program for the 2020/21 & 2022 budget deliberations as contained in CONFIDENTIAL ATTACHMENT 18.1	18/11/2020 - Budget proposal was submitted to Chevron and accepted. Expected date for contract to be signed Jan 2021.	Community Services	17/02/21	80%
205/2020	10/11/20	OCM	Confidential Item - RTIO - Strategic Partnership Review - Terms of Reference	That with respect to the RTIO - Strategic Partnership Review - Terms of Reference review that Council authorise the Chief Executive Officer to engage a consultant to present back to Council for endorse a Governance Framework aligned to the Local Government Act 1995 and relevant Regulations.	VB 18.11.2020: No further instruction since Council decision at November OCM to engage a consultant - no information to SPM supplied. 08/12/2020: Currently with contractor as appointed by CEO. VB 09.02.2021: No further update	Community Services	31/03/21	60%
207/2020	10/11/20	OCM	Confidential Item - RFT 21.19 - Rural Unsealed Roads Renewal Program	That the CEO is authorised to proceed in accordance with the Officers Confidential Recommendation contained in the confidential report in relation to this item.	November 2020 Update. Settlement achieved as per report. Formal Deed of Settlement being finalised. February 2021 Update. Matter finalised.	Infrastructure Services	17/02/21	99%
209/2020	10/11/20	OCM	Confidential Item- Onslow Marine Support Base - Request for Support	That Council: 1. Writes to the Director General, Department of Transport, requesting explanations as to why the Onslow Marine Supply Base is having difficulties in achieving compliance with relevant State and Commonwealth approvals to achieve a First Port of Entry Port. 2. Authorises the Shire President and Chief Executive Officer to continue to lobby for the economic development and support of the Onslow Marine Support Base as an important driver of economic sustainability and diversity for Onslow. 3. Writes to Mr Andrew Natta of Onslow Marine Support Base advising that Council is requesting an explanation from the Director General of the Department of Transport as to why difficulties are being experienced by Onslow Marine Support Base.	Letter sent no response - Unknown reply time from Departments. Shire President and CEO continue to lobby.	Office of the CEO	17/02/21	50%
211/2020	26/11/20	SCM	Confidential - Proposed Purchase of Land, Onslow	That with respect to the Proposed Purchase of Land, Onslow, Council: 1. Approve the following budget amendment: a. Decrease the Property Development Reserve by \$2,000,000; and b. Increase Land Purchase (Onslow) Account GL No. 11400430 by 2,000,000 ex GST; 2. Authorise the Chief Executive Officer to submit an offer to purchase the land parcel in Onslow up to the maximum amount indicated, as referenced behind closed doors; 3. Authorise the Shire President and Chief Executive Officer to execute an offer and acceptance contract if the offer is accepted; and 4. Authorise the Shire President and Chief Executive Officer to execute and/or apply the Common Seal to any land titling forms.	No further update. Agent representing the land owner has not agreed to the value submitted. Further report to Council at February OCM. (February 2021)	Corporate Services	28/2/21	50%
215/2020	11/12/20	SCM	Regulation 17 Review - 2020 Program	That with respect to the Regulation 17 Review - 2020 Program, the Audit and Risk Management Committee recommends to Council that the program of suggested improvements/opportunities to address the Regulation 17 Risk Audit (ATTACHMENT 7.1B) be adopted and reported quarterly.	Ongoing - reporting scheduled for each Audit & Risk Committee meeting.	Corporate Services	17/02/21	99%
216/2020	11/12/20	SCM	Confidential Item - Update on Wittenoom Litigation, Use of Delegation, Wittenoom Steering Committee, Senior Counsel Legal Brief and Advise and Roebourne - Wittenoom Road	That with respect to the Confidential Item - Update on Wittenoom Litigation, Use of Delegation, Wittenoom Steering Committee, Senior Counsel Legal Advice and Roebourne - Wittenoom Road, the Audit and Risk Management Committee recommend Council: 1. Receive the Confidential Item - Update on Wittenoom Litigation, Use of Delegation, Wittenoom Steering Committee, Senior Counsel Brief and Advice and Roebourne - Wittenoom Road (CONFIDENTIAL ATTACHMENTS 8.1A & B) and remain confidential in accordance s5.23 (2)(b) & (d) of the Local Government Act 1995; and 2. Ensure that the Shire management continue to provide Wittenoom related reports to the Audit and Risk Management Committee.	Completed. (February 2021)	Corporate Services	31/03/21	99%
219/2020	11/12/20	OCM	Monthly Finance Report	That with respect to the Monthly Financials and Schedule of Accounts Paid, Council: 1. Receive the Financial Report for October 2020 ATTACHMENT 12.1A; 2. Approve the following budget amendments: a. Decrease Capital Expenditure GL no. 124463 Urban Roads Renewal by \$116,479 from \$1,134,000 to \$1,017,521; b. Increase new Capital Expenditure account Anzac Memorial Park Landscaping by \$116,479 from \$0 to \$116,479; c. Decrease Capital Expenditure job no. AR2012 Tom Price Central Road Speed Bumps construction by \$14,750 from \$70,000 to \$55,250; and d. Increase new Capital Expenditure account Tom Price Depot Shade Structure by \$14,750 from \$0 to \$14,750. 3. Receive the Capital Expenditures Progress Tracker as at 30 November 2020 ATTACHMENT 12.1B; 4. Receive the Budget Amendment Register as at 30 November 2020 ATTACHMENT 12.1C; 5. Receive the Schedule of Accounts (November 2020) and Credit Card payments made in the period November 2020 (approved by the Chief Executive Officer in accordance with Delegation DA03-01 Payments from Municipal Fund and Trust Funds) CONFIDENTIAL ATTACHMENT 12.1D; and 6. Authorise the Chief Executive Officer to refund \$486,977.13 to the property owner of assessment no. A49021 - Brockman 2 Campsite.	Completed	Corporate Services	31/03/21	99%

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220/2020	11/12/20	OCM	Mining Act 1968 Tenement Referrals - 28 October - 25 November 2020	That with respect to Mining Act 1968 Tenement Referrals – 28 October – 25 November 2020, Council: 1.Acknowledge the contents of this report; 2.Advise the Department of Mines, Industry Regulation and Safety of the Shire of Ashburton's request to negotiate terms of agreement with A.C.N. 629 923 753 PTY LTD in relation to Exploration Licences 08/3281 and 08/3283 and Miscellaneous Licences 08/202, 08/212, 08/213, 08/215 and 08/216; and 3.Negotiate terms of agreement with A.C.N. 629 923 753 Pty Ltd in relation to Exploration Licences 08/3281 and 08/3283 and Miscellaneous Licences 08/202, 08/212, 08/213, 08/215 and 08/216.	Completed.	Corporate Services	31/03/21	99%
221/2020	11/12/20	OCM	New Policy - ELM28 Elected Member and Chief Executive Officer Attendance at Events and Functions	That Council has chosen to move to the next item of business.	Finalised and completed.	Corporate Services	17/02/21	99%
222/2020	11/12/20	OCM	Policy Review - ADM03 - Flying of Flags, ADM12 - Closure of Certain Facilities - Christmas and New Year, CORP05 - Risk Management, ADM07 - Communications and media, ENG09 - Asset Management and FIN07 - Investments	That with respect to the Policy Review – ADM03 - Flying of Flags, ADM12 - Closure of Certain Facilities – Christmas and New Year, CORP05 - Risk Management, ADM07 – Communications and Media, ENG09 - Asset Management and FIN07 – Investments, Council adopt the reviewed policies as detailed in ATTACHMENT 12.4.	Updated and uploaded to website.	Corporate Services	17/02/21	99%
223/2020	11/12/20	OCM	Amendment to the Delegated Authority Register 2020/2021 - 6.1.3 Food Business Registrations and 1.1.17 Tenders for Goods and Services	That with respect to the Amendment to the Delegated Authority Register 2020/2021 6.1.3 Food Business Registrations and 1.1.17 Tenders for Goods and Services of the Delegated Authority Register, Council adopt amendments contained in ATTACHMENT 12.5A and 12.5B.	Delegations register updated. Uploaded to website.	Corporate Services	17/02/21	99%
224/2020	11/12/20	OCM	Change of Venue for the March 2021 Ordinary Meeting of Council	That with respect to the Change of Venue for the Ordinary Meeting of Council and Audit and Risk Management Committee to be held 16 March 2021, Council: 1.Approve the March 2021 meetings venue be changed, to be held at the Onslow Sports Club, Third Avenue, Onslow; and 2.Pursuant to section 5.25(g) of the Local Government Act 1995, approve the Chief Executive Officer to give local public notice of the schedule of the meeting date, time and location with Notice Boards, the Shire Website and Social Media.	Onslow Sports Club has been contacted to arrange the booking and the Public Notice will be displayed as soon as booking has been confirmed.	Corporate Services	17/03/21	50%
225/2020	11/12/20	OCM	Proposed Telstra Telecommunications Base Station Facility - Lot 619 Nickol Avenue, Paraburdoe	That with respect to Proposed Telstra Telecommunications Base Station Facility - Lot 619 Nickol Avenue, Paraburdoe, Council: 1.Acknowledge the Community Consultation Plan and EME Report; and 2.Authorise the Chief Executive Officer to advise Visionstream Australia Pty Ltd, on behalf of Telstra, to: a.Extend community consultation to all Paraburdoe residences; and b.Extend the community consultation to mid-February 2021.	Completed.	Corporate Services	31/03/21	99%
226/2020	11/12/20	OCM	Emergency Grading Works - Roebourne - Wittenoom Road	That with respect to the Emergency grading of Roebourne-Wittenoom Road, Council: 1.Endorse the actions of the Shire President and Chief Executive Officer in organising for the Emergency Works; 2.Note that, in organising for these works, the Shire President and Chief Executive Officer have acted in accordance with the provisions of the Local Government (Functions and General) Regulations 1996 Section 11 (2) (a), the Local Government Act Section 6.8(1)(c) and Council's Purchasing Policy (FIN12); and 3.Note that a budget adjustment will be required at the mid-year review to provide additional operation funds for the Rural Road Maintenance Program.	February 2021 Update. TLC awarded contract. Have completed 50kms or 134kms. Works stopped due to inclement weather early Feb. Should remobilise again early Feb.	Infrastructure Services	28/02/21	30%
227/2020	11/12/20	OCM	Pilbara Offshore Islands Draft Management Plan	That with respect to the Pilbara Offshore Islands Draft Management Plan, Council acknowledge the information that has been submitted to the Department of Biodiversity, Conservation and Attractions (DBCA); and authorise the Chief Executive Office and the Shire President to continue to investigate tourism and development opportunities for the Pilbara Offshore Island Group.	10 February 2021 - Shire of Ashburton have provided feedback and DBCA are now finalising the document.	Office of the CEO	17/03/21	50%
228/2020	11/12/20	OCM	Onslow Water Spray Park	That with respect to the Onslow Water Spray Park, Council 1.Acknowledge the status of the Onslow Water Spray Park and the information contained in Shenton Aquatics Report; 2.Approve option 1 rectification works at a approx. cost of \$320,000 plus resurfacing of the splash pad up to \$150,000, totaling \$470,000 ex GST; and 3.Approve a budget amendment for the 2020/21 budget as follows: a)Increase new Capital Expenditure job 'Upgrade to Onslow Water Spray Park' by \$470,000 from \$0 to \$470,000; and b) Increase Transfer from Infrastructure Reserve account no. 110310 by \$470,000 from \$0 to \$470,000.	Complete (February 2021).	Projects & Procurement	17/02/21	99%
229/2020	11/12/20	OCM	Award of RFT 20.20 Phase 2 Civil Works, Ocean View Caravan Park Onslow WA	That with respect to the Award of RFT 20.20 Phase 2 Civil Works, Ocean View Caravan Park Onslow WA, Council: 1.Resolve that Report CONFIDENTIAL ATTACHMENT 18.1 is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2)(c); *A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.* 2.Award RFT 20.20 Phase 2 Civil Works, Ocean View Caravan Park Onslow WA, for the tendered fixed lump sum of \$2,507,161.59 ex GST; and 3.Authorise the Chief Executive Officer to negotiation, execute and manage the Contract for RFT 20.20 Phase 2 Civil Works, Ocean View Caravan Park Onslow WA., including variations to the scope of works and contract value, providing this does not exceed the project budget or reduce the overall scope.	Complete.	Projects & Procurement	17/02/21	99%

Decision Number	Date of Meeting	Meeting Type	Item Title	Council Decision	Officers Status Update	Directorate Responsibility	Estimated Due Date	% Complete
231/2020	21/12/20	SCM	Award of RFT 09.20 Design and Construct of Tom Price Childcare Centre	That with respect to the Award of RFT 09.20 Design and Construction of the Tom Price Childcare Centre, Tom Price, WA Council: 1.Resolve that Report CONFIDENTIAL ATTACHMENT 7.1 is confidential in accordance with s5.23 (2) the Local Government Act 1995 because it deals with matters affecting s5.23 (2); (c) "a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;" 2.Note the attached Evaluation and Recommendation Report CONFIDENTIAL ATTACHMENT 7.1; 3.Award RFT 09.20 Design and Construction of the Tom Price Childcare Centre, Tom Price WA, for the tendered fixed lump sum of \$4,198,514.80 ex GST; and 4.Authorise the Chief Executive Officer to negotiate, execute and manage the Contract for RFT 09.20 Design and Construction of the Tom Price Childcare Centre, Tom Price WA including the provision of possible extensions or variations, providing the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract; and is managed within the allocated budget for this work.	Complete (February 2021).	Projects & Procurement	17/02/21	99%
233/2020	21/12/20	SCM	Award of RFT 16.20 Onslow Airport Airside Civil Works Package	That with respect to the Award of RFT 16.20 Onslow Airport Airside Civil Works Package, Council: 1.Resolve the Report CONFIDENTIAL ATTACHMENT 7.3 is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c); "A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting." 2.Note the attached Evaluation and Recommendation Report CONFIDENTIAL ATTACHMENT 7.3; 3.Approve the budget amendment; increase of \$847,544.91 ex GST; with additional funds to be sourced from the Airport Reserve - GL 125204; 4.Award RFT 16.20 Onslow Airport Airside Civil Works Package, for the tendered fixed lump sum of \$4,149,463.91 ex GST; and 5. Authorise the Chief Executive Officer to negotiate, execute and manage the Contract for RFT 16.20 Onslow Airport Airside Civil Works Package, including variations to the scope of works and contract value, providing this does not exceed the revised project budget or reduce the overall scope.	Progressing- Contract awarded to NTC Contracting, awaiting contractor to review, sign and return contract documents.	Office of the CEO	17/02/21	15%
234/2020	21/12/20	SCM	Karjini Experience 2021 - Request for Additional Sponsorship	That Council, with respect to the Karjini Experience 2021 – Request for Additional Sponsorship: 1.Acknowledges the \$50,000 held in trust by Nintirri Centre Inc, as provided by the Shire in the 2019/2020 budget; and 2.Elevates the Shire of Ashburton's sponsorship level to that of Principal Sponsor, through the provision of an additional \$35,000, which is allocated into the 2020/21 budget to sponsor the Karjini Experience; and 3.Requests a report from the Chief Executive Officer in relation to the success or otherwise of the event in 2021 before any further funding is considered.	9 February 2021 - Additional funding has been allocated in the budget, not yet paid to Nintirri as awaiting the final Sponsorship Agreement. Further information will be updated once received. CEO's report will be finalised after the Karjini Experience in April 2021.	Office of the CEO	03/05/21	50%
235/2020	21/12/20	SCM	Confidential Item - Appointment of Director Community Services	That with respect to Confidential Item – Appointment of Director Community Services, Council: 1.Pursuant to section 5.37(1) of the Local Government Act 1995 and Council Policy - EMP11 – Senior Employees Policy, designates the position of Director Community Services as a Senior Employee; 2.Note the report in relation to selection activities undertaken in regard to the position of Director Community Services; and 3.Pursuant to s5.37(2) of the Local Government Act 1995, accept the Chief Executive Officer's recommendation to appoint the preferred candidate (as outlined in the report) for the position of Director Community Services for a contract term of five (5) years.	Employee commences on 2 March 2021.	Office of the CEO	17/02/21	99%

Date Seal Applied	Delegation Number	Common Seal Number	Parties Involved / Applicant	Document Details / Description / Decision	Directorate Responsibility	Assigned To
11/12/20		681	Shire of Ashburton and State of Western Australia	Transfer of Land - Lot 341 on Deposited Plan 202376 and Lot 342 on Deposited Plan 2023776	Corporate Services	janelle.fell@ashburton.wa.gov.au
11/12/20		682	Paraburdoo Pirates Rugby League and Touch Football Sports Club Inc and the Shire of Ashburton	Lease of Community Facility - Storeroom 3, Peter Sutherland Storerooms and Amenities	Corporate Services	Leona.stevenson@ashburton.wa.gov.au



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
1.1.21	Payments from the Municipal or Trust Funds	Director Development Services	28 Jan 2021	Granted	Creditors payment made from Muni Account	Nil	Nil	Authorised creditors payment from Muni account	Synergy Batch Reference 15998
1.1.21	Payments from the Municipal or Trust Funds	Director Development Services	22 Jan 2021	Granted	Creditors payments approved from Muni account	Nil	Nil	Creditors payment run approved from Muni account	Synergy batch number 15980
1.1.21	Payments from the Municipal or Trust Funds	Director Development Services	20 Jan 2021	Granted	Approved payroll payment for period ending 17/01/2021	Nil	Nil	Approved payroll payment from Muni account for period ending 17/01/2021	Nil
1.1.21	Payments from the Municipal or Trust Funds	Director Development Services	17 Dec 2020	Granted	Creditors payment run from Muni account	Nil	N/A	Approved creditors payment run from Muni account	Synergy batch number 15880



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
1.1.21	Payments from the Municipal or Trust Funds	Director Development Services	15 Dec 2020	Granted	Creditors payment made from Muni account	Nil	Nil	Creditors payment made from Muni account in relation to purchase of land with respect to Council minute No. 110/2020	Batch number 15865
1.1.21	Payments from the Municipal or Trust Funds	Director Development Services	6 Jan 2021	Granted	Approved payroll payment from Muni account	Nil	Nil	Approved payroll payment for fortnight ending 03/01/2021 from Muni account	Payroll for fortnight ending 03/01/2021
1.1.33	Authority to Approve Donations	Director Community Services	19 Jan 2021	Granted	Approval of Small Assistance Donation	Pannawonica Panthers	16 Millstream Way, Pannawonica	Small Assistance Donation of \$500 cash for purchase of new club equipment	records registration: 2157457



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
1.1.33	Authority to Approve Donations	Director Community Services	19 Jan 2021	Granted	Small Assistance Donation Approval	Zaralee Dawes	901 North Road, Tom Price	Small Assistance Donation of \$500 cash towards travel costs for Country Pennants, February 2021 in Mt Barker.	Records registration: 2157458
1.1.33	Authority to Approve Donations	Director Community Services	19 Jan 2021	Granted	Small Assistance Donation Approval	Zac Mackenzie	1028 Tanunda Street, Tom Price	Small assistance donation of \$500 cash towards travel costs to represent Tom Price Amateur Swim Club at Northwest Championships in March 2021.	Records registration: 2157463



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
1.1.33	Authority to Approve Donations	Director Community Services	20 Jan 2021	Granted	Small Assistance Donation Approval	Tim Smith	570 Coolaroo Street, Tom Price	Small assistance donation of \$500 cash towards travel costs to referee Basketball WA Country Champs, Feb/Mar 2021 in Perth	Records registration: 2196230
1.1.33	Authority to Approve Donations	Director Community Services	20 Jan 2021	Granted	Small Assistance Donation Approval	Waitangi Day Tom Price - Moya Pirini	PO Box 192, Tom Price	Small assistance donation of \$500 cash towards payment of Entertainment Costs for Musician and hire of bouncy castle	Records registration: 2196231



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
1.1.33	Authority to Approve Donations	Director Community Services	2 Dec 2020	Granted	Approval of Small Assistance Donation	Tom Price Pony & Horse Club Inc	PO Box 556, Tom Price WA 6751	Small assistance donation of \$500 towards ongoing Farrier costs incurred	Record registration: 2057204
1.1.33	Authority to Approve Donations	Director Community Services	7 Dec 2020	Granted	Authority to approve donations	Townsite Eagles Football Club	PO Box 376	Small assistance donation towards Season's bulk purchase of medical supplies and strapping	Records registration: 2057232
1.1.33	Authority to Approve Donations	Director Community Services	9 Dec 2020	Granted	Approval of Small Assistance Donation	Tom Price Amateur Basketball Association	PO Box 184, Tom Price	Small assistance donation of \$500 cash towards travel to Perth Feb/March 2021 for Country Championships	Records registration: 2057270



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
1.1.33	Authority to Approve Donations	Director Community Services	17 Dec 2020	Granted	Approval of Small Assistance Donation	Tai Mackenzie	1028 Tanunda Street, Tom Price	Small Assistance Donation of \$500 cash towards travel costs to Perth for Country Pennants in Feb 2021	Records registration: 2057327
1.1.34	Employee Property Leases Contracts	Manager Land and Asset Compliance	9 Dec 2020	Granted	Execution of a Residential Tenancy Agreement Extension between Ray White & SoA.	Shire of Ashburton	10/9 First Avenue, Onslow WA 6710	Execution of a Residential Tenancy Agreement Extension between Ray White and SoA at 10/9 First Avenue, Onslow expiring on the 2 December 2021	---



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
1.1.34	Employee Property Leases Contracts	Manager Land and Asset Compliance	9 Dec 2020	Granted	Execution of a Residential Tenancy Agreement Extension between Ray White & SoA	Shire of Ashburton	4/20 Second Avenue, Onslow WA 6710	Execution of a Residential Tenancy Agreement Extension between Ray White and SoA at 4/20 Second Avenue, Onslow WA 6710, expiring on the 2 December 2021.	---



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
1.1.34	Employee Property Leases Contracts	Manager Land and Asset Compliance	9 Dec 2020	Granted	Execution of a Residential Tenancy Agreement between SoA & Kylie Nicholson	Kylie Nicholson	3/10 Canberra Drive, Tom Price WA 6751	Execution of Residential Tenancy Agreement between SoA and Kylie Nicholson for 3/10 Canberra Drive, Tom Price, lease start date 24 January 2021. No signed copy by SoA could be found.	---
1.1.34	Employee Property Leases Contracts	Manager Land and Asset Compliance	11 Dec 2020	Granted	Executed Residential Tenancy Agreement between Hedland Property Shop and SoA	Shire of Ashburton	26 Maunsell Court, Onslow WA 6710	Execution of a Residential Tenancy Agreement at 26 Maunsell Court, Onslow WA 6710 between Hedland Property Shop and SoA expiring 3/12/2021	---



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
1.1.34	Employee Property Leases Contracts	Manager Land and Asset Compliance	13 Jan 2021	Granted	Executed Residential Tenancy Agreement between David McKinlay and SoA	David McKinlay	178 Cassia Street, Tom Price WA 6751	Execution of a Residential Tenancy Agreement at 178 Cassia Street, Tom Price WA 6751 between SoA and David McKinlay.	---
1.1.34	Employee Property Leases Contracts	Manager Land and Asset Compliance	18 Dec 2020	Granted	Executed Residential Tenancy Agreement between SoA and Benjamin Witkowski	Benjamin Witkowski	16 Tink Street, Onslow WA 6710	Execution of Residential Tenancy Agreement at 16 Tink Street, Onslow WA 6710, between SoA and Benjamin Witkowski - 18/12/2020 - Periodic Tenancy.	---



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
1.1.34	Employee Property Leases Contracts	Manager Land and Asset Compliance	19 Jan 2021	Granted	Executed Residential Tenancy Agreement between owner S & J Mangione and SoA	Shire of Ashburton	1/5 Anketell Court, Onslow WA 6710	Execution of Residential Tenancy Agreement at 1/5 Anketell Court, Onslow WA 6710 between owners S & J Mangione and SoA expiring on the 1/1/2023.	---
1.1.34	Employee Property Leases Contracts	Manager Land and Asset Compliance	29 Jan 2021	Granted	Execution of a Residential Tenancy Agreement between SoA and Lahiru Perera	Lahiru Perera	---	Execution of a Periodic Residential Tenancy Agreement between SoA and Lahiru Perera commencing on 29 January 2021 for 4/10 Canberra Drive, Tom Price, WA 6751	---



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
1.1.35	Lease Agreements Including User and Licence Agreements	Chief Executive Officer	21 Dec 2020	Granted	Execution of a Deed of Renewal between SoA and Tom Price Squash Racquets Association	Tom Price Squash Racquest Association Incorporated	PO Box 400, Tom Price, WA 6751	Execution of 2 copies of the Deed of Renewal and Variation between the Shire of Ashburton and Tom Price Squash Racquets Association for Tom Price Squash Courts, Lot 345 Jacaranda Drive, Tom Price, located within portion of Reserve 40835 for the final term of the lease agreement commencing 1 November 2020 and ending 31 October 2025.	---



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
1.1.35	Lease Agreements Including User and Licence Agreements	Chief Executive Officer	21 Dec 2020	Granted	Execution of 2 copies of Deed of Renewal between SoA and Kara Lauder t/a Kader Boot Co	Kara Ashlee Lauder	PO Box 112, Paraburdoo, WA 6754	Execution of two (2) copies of the Deed of Renewal of the lease agreement between the Shire of Ashburton and Kara Ashlee Lauder t/a Kader Boot Co for a portion of Lot 811 Ashburton Court, Paraburdoo for a the fourth (4th) of five (5) year terms, commencing 13 December 2020, and ending on 12 December 2021.	---



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
1.1.35	Lease Agreements Including User and Licence Agreements	Chief Executive Officer	19 Jan 2021	Granted	Execution of a Deed of Renewal of Licence Agreement between SoA, Towns Cricket Club Incorporated and Townsite Eagles Football & Sporting Club (Incorporated)	Towns Cricket Club and Townsite Eagles Football & Sporting Club	---	Execution of 3 copies of the Deed of Renewal and Variation of the Licence Agreement for Clubroom 2 at Clem Thompson Sports Pavilion, Tom Price, commencing 1 November 2020 and expiring 31 October 2025.	---



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
1.1.35	Lease Agreements Including User and Licence Agreements	Chief Executive Officer	19 Jan 2021	Granted	Execution of 2 copies of Deed of Renewal and Variation of a Lease Agreement between SoA and Impala Kart Club of Tom Price (Incorporated)	Impala Kart Club of Tom Price (Incorporated)	---	Execution of 2 copies of the Deed of Renewal and Variation between the Shire of Ashburton and Impala Kart Club of Tom Price (Incorporated) for the lease of a go-kart track located on Reserve 41534, Lot 245 Tom Price to Paraburdoo Road, Tom Price, commencing 1 November 2020 and expiring 31 October 2025.	---



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
1.1.35	Lease Agreements Including User and Licence Agreements	Chief Executive Officer	25 Jan 2021	Granted	Execution of 2 copies of a Deed of Renewal and Variation of a Licence Agreement between SoA and Fortescue Cricket Association Incorporated	Fortescue Cricket Association Incorporated	---	Execution of 2 copies of a Deed of Renewal and Variation of a Licence Agreement between SoA and Fortescue Cricket Association Incorporated for Storeroom 1 at Clem Thompson Memorial Sports Pavilion, 348 Willow Road, Tom Price. Commencing 1 November 2020 and expiring 31 October 2025.	---



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
1.3.2	Trading, Stallholders, Performing and Outdoor Dining – Activities in Thoroughfares and Public Places and Trading Local Law	Manager Building and Health Services	5 Jan 2021	Granted	Determination of a Traders Permit	Shire of Ashburton & Geckos Fiesta	Paraburdoo - Shopping Centre Precinct (within Trading Zone) Tom Price - Coles Shopping Centre Carpark (within Trading Zone)	Trading Licence for Geckos Fiesta	Record No. 2157424 A19759 & A29187
1.3.2	Trading, Stallholders, Performing and Outdoor Dining – Activities in Thoroughfares and Public Places and Trading Local Law	Manager Building and Health Services	29 Jan 2021	Granted	Trading / Stallholder Licence	Peter Foster	Lot 323 Palm Street Tom Price WA 6751	Trading Licence TRA 2021-02 for Australian Labor Party (WA Branch)	Record No. 2157515 File No. PH07



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
2.1.1	Grant a Building Permit	Director Development Services	18 Jan 2021	Granted	Building Permit issued	DT Works	302 Samson Ave, Paraburdoo WA 6754	Building permit issued to builder DT Works for patio at 302 Samson Ave, Paraburdoo WA 6754	---
2.1.1	Grant a Building Permit	Director Development Services	27 Jan 2021	Granted	Building Permit approval for front patio	DT Works	209 Wittenoom Ave, Paraburdoo WA 6754	Building permit issued to DT Works for front patio.	---
2.1.1	Grant a Building Permit	Director Development Services	19 Jan 2021	Granted	Determination of Building Permit	Neowest Building Company Pty Ltd	PO Box 265 Joondalup DC WA 6919	Building Permit 20210005 Applicant: Neowest Building Company Pty Ltd BP Address: Lot 260 Poinciana Street Tom Price WA 6751	Record No. BA2157467 File No. POI.0260



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
2.1.1	Grant a Building Permit	Director Development Services	19 Jan 2021	Granted	Determination of Building Permit	BS Building & Maintenance	PO Box 169 Tom Price WA 6751	Building Permit 20200389 Applicant: BS Building & Maintenance BP Address: Lot 1047 Gungarri Circuit, Tom Price WA 6751	Record No. BA2157470 File No. GUN.1047
2.1.1	Grant a Building Permit	Director Development Services	21 Jan 2021	Granted	Determination of Building Permit	DT Works	35 Joffre Avenue Paraburdoo WA 6754	Building Permit 20210006 Applicant: DT Works BP Address: Lot 425 Nickol Avenue, Paraburdoo WA 6754	Record No. BA2157478 File No. NIC.0425
2.1.1	Grant a Building Permit	Director Development Services	16 Dec 2020	Granted	Building Permit issued for patio	BS Building and Maintenance	909 North Road, Tom Price WA	Building Permit issued for patio to BS Building and Maintenance	---



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
2.1.1	Grant a Building Permit	Director Development Services	4 Dec 2020	Granted	Building Permit for Bus Shelter in Paraburdoo	Bennco Group	61 Ashburton Ave, Paraburdoo	Building Permit issued to Bennco Group for the works of bus shelter in Paraburdoo	---
2.1.1	Grant a Building Permit	Director Development Services	7 Dec 2020	Granted	Building Permit for Bus Shelter	Bennco Group	Rocklea Road, Paraburdoo WA 6754	Building Permit for Bus Shelter at Rocklea Road, Paraburdoo WA 6754	---
2.1.1	Grant a Building Permit	Director Development Services	7 Dec 2020	Granted	Building Permit issued	DT Works	279 Ashburton Ave, Paraburdoo	Building permit issued to DT Works for patio extension	---
2.1.1	Grant a Building Permit	Director Development Services	15 Dec 2020	Granted	Buliding Permit	DT Works	Lot 554 Margaret Avenue, Paraburdoo WA 6754	Building Permit for DT works for Lot 554 Margaret Avenue, Paraburdoo WA 6754	20200391



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
2.1.1	Grant a Building Permit	Director Development Services	22 Dec 2020	Granted	Building Permit	Neowest Building	Lot 207 Ashburton Avenue, Paraburdoo WA 6751	Approval of Building Permit for Lot 207 Ashburton Avenue, Paraburdoo WA 6751	20200413
2.1.1	Grant a Building Permit	Director Development Services	22 Dec 2020	Granted	Buliding Permit	Neowest Building	Lot 725 Yiluk Street, Tom Price WA 6751	Building Permit for Lot 725 Yiluk Street, Tom Price WA 6751	20200414
2.1.1	Grant a Building Permit	Director Development Services	22 Dec 2020	Granted	Building Permit	Neowest Building	Lot 361 Vitex Street, Tom Price WA 6751	Building Permit for Lot 361 Vitex Street, Tom Price WA 6751	20200405
2.1.1	Grant a Building Permit	Director Development Services	22 Dec 2020	Granted	Building Permit	Neowest Building	Lot 396 Bruce Avenue, Paraburdoo WA 6754	Building Permit for Lot 396 Bruce Avenue, Paraburdoo WA 6754	20200404



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
2.1.1	Grant a Building Permit	Director Development Services	22 Dec 2020	Granted	Building Permit	Neowest Building	Lot 403 Decoursey Avenue, Paraburdoo WA 6754	Building Permit for Lot 403 Decoursey Avenue, Paraburdoo WA 6754	20200409
2.1.1	Grant a Building Permit	Director Development Services	21 Dec 2020	Granted	Building Permit	DT Works	Lot 592 Nickol Avenue, Paraburdoo WA 6754	Building Permit for Lot 592 Nickol Avenue, Paraburdoo WA 6754	20200392
2.1.1	Grant a Building Permit	Director Development Services	5 Jan 2021	Granted	Buliding Permit	DT Works	Lot 451 Meeka Avenue, Paraburdoo WA 6751	Building Permit for Lot 451 Meeka Avenue, Paraburdoo WA 6751	20200360
2.1.1	Grant a Building Permit	Director Development Services	5 Jan 2021	Granted	Building Permit	DT Works	Lot 53 Whaleback Avenue, Paraburdoo WA 6751	Building Permit for Lot 53 Whaleback Avenue, Paraburdoo WA 6751	20200361



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
2.1.1	Grant a Building Permit	Director Development Services	4 Jan 2021	Granted	Building Permit	BS Building & Maintenance	Lot 542 Algona Street, Tom Price WA 6751	Building Permit Lot 542 Algona Street, Tom Price WA 6751	20200390
2.1.1	Grant a Building Permit	Director Development Services	4 Jan 2021	Granted	Building Permit	BS Building & Maintenance	Lot 16 Allambi Way, Tom Price WA 6751	Building Permit for Lot 16 Allambi Way, Tom Price WA 6751	20200388
2.1.1	Grant a Building Permit	Director Development Services	8 Jan 2021	Granted	Building Permit	Neowest Building	Lot 571 North Road, Tom Price WA 6751	Building Permit for Lot 571 North Road, Tom Price WA 6751	20200415
2.1.1	Grant a Building Permit	Director Development Services	8 Jan 2021	Granted	Building Permit	Neowest Building	Lot 641 Coolaroo Street, Tom Price 6751	Building Permit for Lot 641 Coolaroo Street, Tom Price 6751	20200417



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
2.1.1	Grant a Building Permit	Director Development Services	8 Jan 2021	Granted	Building Permit	APC Equipment Hire	307/P063519 North West Costal Highway, Fortescue WA 6716	Building Permit for Mesa A Camp 307/P063519 North West Costal Highway, Fortescue WA 6716	20210001
2.1.1	Grant a Building Permit	Director Development Services	8 Jan 2021	Granted	Building Permit	Southern City Building Group	362 Third Avenue, Onslow 6710	Building Permit for 362 Third Avenue, Onslow 6710	20200399
2.1.1	Grant a Building Permit	Director Development Services	8 Jan 2021	Granted	Building Permit	BS Building	Lot 768 Larnook Street, Tom Price 6751	Building Permit for Lot 768 Larnook Street, Tom Price 6751	20200387
2.1.1	Grant a Building Permit	Director Development Services	8 Jan 2021	Granted	Building Permit	Neowest Building	Lot 519 Sirius Street, Tom Price 6751	Building Permit for Lot 519 Sirius Street, Tom Price 6751	20200412



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
2.1.1	Grant a Building Permit	Director Development Services	8 Jan 2021	Granted	Building Permit	Neowest Building	Lot 521 Lockyer Avenue, Paraburdoo 6751	Building Permit for Lot 521 Lockyer Avenue, Paraburdoo 6751	20200403
2.1.2	Demolition Permits	Manager Building and Health Services	15 Jan 2021	Granted	Determination of Demolition Permit	Shire of Ashburton & NTC Contracting	Lot 550 Onslow Road Onslow WA 6710	Demolition Permit 20210003 for Lot 312 Second Avenue Onslow WA 6710 (Ocean View Caravan Park)	Demolition Permit No. 20210003
2.1.2	Demolition Permits	Director Development Services	28 Jan 2021	Granted	Determination of a Demolition Permit	CMM Carpentry Pty Ltd	PO Box 368 Como WA 6952	Demolition Permit 20200407 for Lot 327 Warara Street Tom Price WA 6751	BP: 20200407 File No. WAR.0327



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
2.1.2	Demolition Permits	Director Development Services	22 Dec 2020	Granted	Demolition Permit	APC Equipment Hire	Pelican Rail Camp Tom Price Railway Road, Chichester WA 6751	Demolition Permit for Pelican Rail Camp Tom Price Railway Road, Chichester WA 6751	20200411
2.1.3	Occupancy Permits or Building Approval Certificates	Director Development Services	13 Jan 2021	Granted	Occupancy Permit	Tecon Australia Pty Ltd	1001 McGrath Avenue, Onslow 6710	Occupancy Permit for 1001 McGrath Avenue, Onslow 6710	20200401
6.1.3	Food Business Registrations	Manager Building and Health Services	14 Jan 2021	Granted	Food Registration Certificate	Sodexo Remote Sites Australia Pty Ltd	Bungaroo Village Camp Pannawonica-Millstream Road, Pannawonica	Food registration certificated issued for Bungaroo Village Camp 2020-2021	---
6.1.3	Food Business Registrations	Manager Building and Health Services	19 Jan 2021	Granted	Food Registration Certificate	Paraburdoo Drive-In Inc	Lot 620 Camp Road, Paraburdoo WA 6754	Food Registration Certificate for Paraburdoo Drive-In Inc	---



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
6.1.3	Food Business Registrations	Manager Building and Health Services	29 Jan 2021	Granted	Registration of Medium Risk Food Business	Paraburdoo Inn	PO Box 93 Paraburdoo WA 6754	Registration Certificate for Medium Risk Food Business for Food Premises Paraburdoo Inn - Premises #32	Record No. 2157512 File No. PH06
6.1.3	Food Business Registrations	Manager Building and Health Services	29 Jan 2021	Granted	Registration Certificate for Medium Risk Food Business	Lorrae Batten - Lorrae's Little Cake Biz	Lot 353 Dale Avenue Paraburdoo WA 6754	Registration Certificate of Medium Risk Food Business for Food Premises Lorrae's Little Cake Biz - Premises #265	Record No. 2157514 File No. PH06
9.2.1	Development Applications	Manager Town Planning	29 Jan 2021	Granted	Determination of a Development Application	360 CIVIL & CONSTRUCTION PTY LTD; HAMERSLEY IRON PTY LTD	LOT 528 (No. 3) LOCKYER AVE, PARABURDOO 6754	Construction of Front Patio	A26466 File No. LOC.0528
9.2.1	Development Applications	Manager Town Planning	29 Jan 2021	Granted	Determination of a Development Application	DT WORKS; HAMERSLEY IRON PTY LTD	LOT 590 (No. 3) KING AVE, PARABURDOO 6754	CONSTRUCTION OF A FRONT PATIO	A26974 File No. KIN.0590



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
9.2.1	Development Applications	Manager Town Planning	18 Dec 2020	Granted	Amendment to a Development Application	DAVID KENNEY; HAMERSLEY IRON PTY LTD	LOT 526 ACACIA ST, TOM PRICE	RELOCATION OF HAIRDRESSING SALON AREA AT LOT 526 ACACIA STREET TOM PRICE WA 6751 (AMENDMENT TO DA 19-21)	A14175 FILE NO: ACA.0526.
9.2.1	Development Applications	Manager Town Planning	17 Dec 2020	Granted	Determination of a Development Application	HALSALL AND ASSOCIATES PTY LTD; SUMMERSTAR PTY LTD; SHIRE OF ASHBURTON	LOT 66 NAMELESS VALLEY DRIVE, TOM PRICE	HOLIDAY ACCOMMODATION - PROPOSED CHALETS (X20), 24 ENSUITE SITES AND UPGRADE TO RECREATION FACILITIES FOR TOM PRICE CARAVAN PARK	A8342 FILE No. RC38762



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
9.2.1	Development Applications	Manager Town Planning	17 Dec 2020	Granted	Determination of a Development Application	SCHLAM ENGINEERING; HAMERSLEY IRON PTY LTD; STATE OF WA	LOT 36 (SUBLOT 29) MINE ROAD, TOM PRICE WA 6751	PORTABLE DOME FOR EMPLOYEE SUN PROTECTION AND RAIN	A6427 FILE No. MIN.0036
9.2.1	Development Applications	Manager Town Planning	17 Dec 2020	Granted	Determination of a Development Application	PIMJAI KHAMJANSRI; HAMERSLEY IRON PTY LTD	LOT 136 CEDAR STREET TOM PRICE WA 6751	HOME OCCUPATION (FOOD DELIVERY BUSINESS)	A10909 FILE No. CED.0136
9.2.1	Development Applications	Manager Town Planning	17 Dec 2020	Granted	Determination of a Development Application	QUALITY BUILDERS PTY LTD; JOHN DIGBY & LEANNE MARGARET CORKER; STATE OF WA	LOT LA3114/1262 NO STREET FRONTAGE - RED HILL STATION WA	AGRICULTURE - (1 X CONSTRUCTION OF A 4 BED 2 BATH DWELLING FOR STATION STAFF)	A34581 FILE No. RV45
9.2.1	Development Applications	Manager Town Planning	17 Dec 2020	Granted	Determination of a Development Application	AARON DAY; HAMERSLEY IRON PTY LTD	LOT 316 SAMSON AVE, PARABURDOO WA 6754	SHADE SHELTER	A24912 FILE No. SAM.0316



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
9.2.1	Development Applications	Manager Town Planning	25 Jan 2021	Granted	Determination of a Development Application	ASHLEY BERARDINI; HAMERSLEY IRON PTY LTD	LOT 506 (23) SIRUS STREET, TOM PRICE	Home Business - Party Goods (Storage)	A17779 File No.: SIR.0506
9.2.1	Development Applications	Manager Town Planning	4 Dec 2020	Granted	Determination of a Development Application	RAMINEA; TEAKLE & LALOR	LOT 851 CENTRAL RD, TOM PRICE 6751	Construction of 11 New Motel Units Above the Existing Carpark on the Southern Side of the Site	A18466 File No. - CEN.0851
9.2.1	Development Applications	Manager Town Planning	4 Dec 2020	Granted	Determination of a Development Application	HAMERSLEY IRON PTY LTD; BS BUILDING MAINTENANCE	LOT 1047 (No. 14) GUNGGARI CIRCUIT, TOM PRICE 6751	Carport Extension	A16565 File No. GUN.1047
9.2.1	Development Applications	Manager Town Planning	3 Dec 2020	Granted	Determination of a Development Application	RVI INVESTMENTS PTY LTD; ROBIERINO	LOT 1240 KILLAWARRA DR, TOM PRICE WA 6751	Residential (x4) Stage 1 - Steel Framed Modular Building on Concrete Slab with Iron Clad Roof and External Walls	A52012 File No. - KIL.1240/ WIL.0049



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
11.1.3	Noise Management Plans - Construction Sites	Manager Building and Health Services	15 Dec 2020	Granted	Noise Exemption Approval and Application for Norwest Contracting (06/12/2020 to 22/01/2021) South Road Services Headworks	Norwest Contracting	South Road, Tom Price WA 6751	Noise Exemption Approval and Application for Norwest Contracting (06/12/2020 to 22/01/2021) South Road Services Headworks	---
12.2.2	Activities Requiring a Permit	Director Development Services	7 Jan 2021	Granted	Determination of Low Risk Event Permit	Shire of Ashburton & Kara Lauder	PO Box 112 Paraburdoo WA 6754	Low Risk Event Permit for Spotted Quoll Playzone Event (Event Organiser: Kara Lauder)	Record No. 2157363 File No. CS14.2
12.2.2	Activities Requiring a Permit	Director Development Services	15 Jan 2021	Granted	Determination of an Event Permit	Shire of Ashburton, Jacinda Branigan	PO Box 263 Pannawonica WA 6716	Event Permit for Pannawonica January School Holiday Program 2021	Record No. 2157446 File No. CS14.2



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
12.2.2	Activities Requiring a Permit	Director Development Services	22 Jan 2021	Granted	Determination of an Event Permit	Shire of Ashburton	246 Poinciana Street Tom Price WA 6751	Event Permit for Australia Day Celebrations (Award Ceremony) held at Onslow Sports Club - 26/01/2021	Record No. 2196397 File No. CS16.6
12.2.2	Activities Requiring a Permit	Director Development Services	21 Jan 2021	Granted	Determination of an Event Permit	Cassie Blackwell	Tom Price Motorsport Club Nameless Valley Road, Tom Price WA 6751	Event Permit for Tom Price Motorsport Club - Speedway & Burnout Meetings (23/01/2021)	Record No. 2196397 File No. CS16
12.2.2	Activities Requiring a Permit	Director Development Services	22 Jan 2021	Granted	Determination of an Event Permit	Shire of Ashburton	246 Poinciana Street Tom Price WA 6751	Event Permit for Australia Day Sundowner Event - Tom Price Village Green - 26/01/2021	Record No. 2157504 File No. CS16.6



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
12.2.2	Activities Requiring a Permit	Director Development Services	21 Jan 2021	Granted	Determination of an Event Permit	Shire of Ashburton & Michaela Drummond	246 Poinciana Street Tom Price WA 6751	Event Permit for Pannawonica Australia Day Celebrations - Pannawonica Sporting Club - Free Community Event Celebrating Australia Day - 26/01/2021	Record No. 2157505 File No. CS16.6
12.2.2	Activities Requiring a Permit	Director Development Services	21 Jan 2021	Granted	Determination of an Event Permit	Shire of Ashburton & Karly Yerra	Lot 246 Poinciana Street Tom Price WA 6751	Event Permit for January 2021 School Holiday Programs (Paraburdoo) - School Holiday Activities at Ashburton Hall, Lesser Hall, Quentin Broad Swimming Pool MPC - 26/01/2021 to 29/01/2021	Record No. 2196399 File No. CS16



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
12.2.2	Activities Requiring a Permit	Director Development Services	21 Jan 2021	Granted	Determination of an Event Permit	Shire of Ashburton	Lot 246 Poinciana Street Tom Price WA 6751	Event Permit for Australia Day Celebrations Onslow (Pool Party) - Onslow Aquatic Centre - 26/01/2021	Record No. 2157506 File No. CS16.6
12.2.2	Activities Requiring a Permit	Director Development Services	20 Jan 2021	Granted	Determination of Low Risk Event Permit	Shire of Ashburton & Jenna Pickering	246 Poinciana Street Tom Price WA 6751	Low Risk Event Permit for Tom Price School Holiday Program	Record No. 2157476 File No. CS14.2
12.2.2	Activities Requiring a Permit	Director Development Services	4 Dec 2020	Granted	Event Permit for Tom Price Community Markets	Jenny Ryle	Village Green, Tom Price	Event Permit approval given to Tom Price Community Markets	Event Permit approval given to Tom Price Community Markets



Records of exercise of delegated powers or duties

Reference	Function	Officer	Date of decision	Decision	Description	Person or classes of persons	Address	Details	Comments
12.2.2	Activities Requiring a Permit	Director Development Services	4 Dec 2020	Granted	Event Permit for Rio Tinto Paraburdoo Christmas Celebrations	Chloe Dight	Paraburdoo Community Hub	Event Permit approval given for Rio Tinto Paraburdoo Christmas Celebrations	Event Permit approval given for Rio Tinto Paraburdoo Christmas Celebrations
12.6.1	Various Powers	Manager Building and Health Services	14 Jan 2021	Granted	Lodging House Certificate	Sodexo Remote Sites Australia Pty Ltd	Bungaroo Village Camp Pannawonica-Millstream Road, Pannawonica	Lodging House Certificate issued to Bungaroo Village Camp for 2020-2021	---
12.6.1	Various Powers	Manager Building and Health Services	14 Jan 2021	Granted	Lodging House Certificate	Sodexo Remote Sites Australia Pty Ltd	Ti Tree Village Tom Price Access Road, Tom Price	Lodging House Certificate issued to Ti Tree Village 2020-2021	---
12.6.1	Various Powers	Manager Building and Health Services	14 Jan 2021	Granted	Lodging House Certificate	Sodexo Remote Sites Australia Pty Ltd	Wandoo Village Camp Deepdale Drive, Pannawonica WA 6716	Lodging House Certificate issued to Wandoo Village Camp 2020-2021	---

RFT No.	RFT Title	Department	Opening	Closing	Synergy Ref	Awarded To	Method of Award	Council Meeting Date	Minute	Consideration	Contract Expiry
01.20	Ashburton Irrigation Works	Infrastructure Services	19/12/2019	23/01/2020	CM01.20	Western Irrigation Pty Ltd	Ordinary Meeting of Council	10/03/2020	43/2020	Schedule of Rates (estimate \$250,000 ex GST)	March 2022
02.20	Grader CCF Class 15 - WALGA	Infrastructure Services	23/01/2020	12/02/2020	CM02.20	Komatsu Australian Pty Ltd	Ordinary Meeting of Council	10/03/2020	44/2020	\$393,068.00 Ex GST	N/A
03.20	Supply, Installation and Service of Airport Passenger Screening Equipment	Office of the CEO	18/03/2020	29/04/2020	CM 03.20	Leidos Security Detection & Automation Australia Group Pty Ltd	Ordinary Meeting of Council	9/06/2020	84/2020	\$386,470 ex GST	
04.20	Refurbishment Works for Shire Staff Housing	Community Services	8/04/2020	12/05/2020	CM04.20	CANCELLED					
05.20	Project Management Consultancy Services	Property & Development Services	4/07/2020	21/07/2020	CM 05.20	A4 Projects	Ordinary Meeting of Council	11/08/2020	125/2020	\$168 per hour ex GST	September 2023 (with possible 2 x 12 month extensions)
06.20	Tom Price Tennis Club Redevelopment	Property & Development Services	18/07/2020	18/08/2020	CM06.20	Neowest Building Company	Ordinary Meeting of Council	8/09/2020	153/2020	\$1,211,465.89 ex GST	
07.20	Design and Construction of Karingal Neighbourhood Centre Re-Roofing, Paraburdo WA	Property & Development Services	1/08/2020	20/08/2020	CM07.20	Safeway	Ordinary Meeting of Council	8/09/2020		\$262,150.00 ex GST	Completed November 2020
08.20	Electrical Servicing to Shire of Ashburton Facilities and Houses	Projects & Procurement	8/08/2020	1/09/2020	CM08.20	Bencco, Dice & Byblos	CEO Delegation	13/10/2020			
09.20	Design and Construct of Tom Price Childcare Centre	Projects & Procurement	27/10/2020	19/11/2020	CM09.20	Closed Tender	Ordinary Meeting of Council	15/12/2020			
10.20	New Gym and Childcare Upgrade, Onslow WA	Projects & Procurement	22/08/2020	22/09/2020	CM10.20	Emirge	Ordinary Meeting of Council	13/10/2020	176/2020	\$2,063,113.99	
11.20	Tom Price Childcare Centre Service Provider	Development Services	3/09/2020	24/09/2020	CM11.20	Nintirri Centre Inc	Ordinary Meeting of Council	10/11/2020	208/2020		Lease on completion of Building - See RFT 09.20

RFT No.	RFT Title	Department	Opening	Closing	Synergy Ref	Awarded To	Method of Award	Council Meeting Date	Minute	Consideration	Contract Expiry
12.20	Services Headworks South Road, Tom Price	Infrastructure Services	18/09/2020	15/10/2020	CM12.20	Norwest Contracting	CEO Delegation			\$618,269.07 Ex GST	
14.20	SUPPLY AND DELIVERY OF ONE (1) MOTOR GRADER CCF CLASS 15	Infrastructure Services	18/09/2020	15/10/2020	CM14.20	Westrac	CEO Delegation			\$408,008.65 Ex GST	N/A
15.20	Tom Price Sports Oval Lighting	Property & Development Services	23/09/2020	13/10/2020	CM15.20	JW Electrical Contractors	CEO Delegation			\$604,556.00 Ex GST	
16.20	Onslow Airport - Airside Civil Works Package	Office of the CEO	24/10/2020	17/11/2020	CM16.20	Evaluating	Ordinary Meeting of Council				
17.20	Design and Construction of Ocean View Caravan Park Stage 2 Transportable Buildings, Onslow, WA	Projects & Procurement	7/10/2020	27/10/2020	CM17.20	Thermal Comfort Homes	CEO Delegation			\$909,068.55 ex GST	
18.20	Fire Equipment Inspection, Testing and Servicing	Projects & Procurement	9/12/2020	12/01/2021	CM18.20	Open - Closing 14/01/2021					
19.20	2021 Passion of the Pilbara Festival – Event Management Services	Community Services	31/12/2020	14/02/2021	CM19.20	Open as of 28/11/2020	CEO Delegation				
20.20	Ocean View Caravan Stage 2 Park Civil Works	Projects & Procurement	31/10/2020	24/11/2020	CM20.20	Open as of 31/10/2020	Ordinary Meeting of Council				
21.20	Pest Management and Termite Inspections	Projects & Procurement	1/12/2020	22/12/2020	CM21.20	Drafting	Ordinary Meeting of Council				
22.20	Onslow Class IV Landfill Leachate Management System	Infrastructure Services	14/11/2020	10/12/2020	CM22.20	Closing 10/12/2020					
23.20	Class IV Waste Facility Operator	Infrastructure Services	21/11/2020	7/01/2021	CM23.20	Drafting					

RFT No.	RFT Title	Department	Opening	Closing	Synergy Ref	Awarded To	Method of Award	Council Meeting Date	Minute	Consideration	Contract Expiry
01.21	Design and Construct of Combined Emergency Services, Tom Price	Projects & Procurement	09/01/2021	02/02/2021	CM01.21						
02.21	Air Conditioner Routine Maintenance and Servicing	Projects & Procurement	09/01/2021	28/01/2021	CM02.21						
03.21	Flood Damage Repairs and Gravel re-sheeting Works – Ashburton Downs & Meekatharra Roads	Infrastructure Services	10/02/2021	24/02/2021	CM03.21						
04.21	Reconstruction and Sealing of Twitchin and Old Onslow Roads and Reshape/ Re-sheet Towera-Lyndon Road	Infrastructure Services	10/02/2021	25/02/2021	CM04.21						



Funding Agreement

Between

The Shire of Ashburton

And

Onslow Tourism & Progress Association

2020/2021

PURPOSE OF AGREEMENT

To outline responsibilities and obligations in relation to the annual contribution made by the Shire of Ashburton (“the Shire”) to Onslow Tourism & Progress Association Inc. (“The OT&PA”) for the operation of the Visitor Information Centre in Onslow and OTHER ancillary support to the tourism industry in the Shire of Ashburton.

BACKGROUND

The Shire of Ashburton 10 Year Strategic Community Plan 2017-2027 includes an objective to grow and foster economic development in the Shire to improve the wellbeing of Shire residents. The pursuit of economic vibrancy and financial sustainability of the tourism industry through sustained growth and development is a key strategy adopted in the pursuit of this objective. To this end, the Shire has allocated funds within its budgeting process to support and nurture the Shire’s tourism industry. Whilst the Shire does not see the provision of Visitor Information Services in Onslow as one of its responsibilities, the purpose of this agreement is to provide financial support to the local tourism industry.

The Shire has determined that its financial contribution to the following regional tourism organisation is a key action in the implementation of its strategy to assist and support the growth and development of the tourism industry in the Shire:

- Onslow Tourism & Progress Association

Onslow Tourism & Progress Association

The Shire understands that the OT&PA has a well-established Committee to operate the Visitor Centre in Onslow from the Goods Shed Museum premises, which is owned and maintained by the Shire of Ashburton.

The OT&PA Committee has as its purpose the provision of the following services and activities:

- Visitor services during the tourist season (April 1 – November 30)
- Other activities, as appropriate, to promote tourism and its development in the Shire of Ashburton, and Onslow in particular.

This funding agreement is for the purpose of providing financial support to the OT&PA to provide the following services:

- Operate the Onslow Visitor Information Centre during the tourist season (1 April – 30 November) by providing local information to visitors to Onslow.
- Have available relevant tourist information on Onslow, other Ashburton towns and attractions, and the wider Pilbara and neighbouring regions.
- Engage effectively with tourism operators in Onslow and neighbouring towns and regions.

PERIOD OF AGREEMENT

This Agreement will commence on 1 July 2020 for a one year period, expiring 30 June 2021, to be renewed annually on mutual agreement.

AGREEMENT OF CONTINUATION

The OT&PA Committee and the Shire will commence work in a cooperative manner to work towards the establishment of a Funding Agreement for the next financial year so that it is in place before 31 March annually. Such an agreement will depend upon adherence to the terms of this agreement, and upon acceptance of the benefits provided by the operation of the Onslow Visitors Centre.

THE ONSLOW TOURISM AND PROGRESS ASSOCIATION (OT&PA)

The parties acknowledge that the OT&PA committee is a separate entity from the Shire. The OT&PA will not represent itself or its activities or its staff as belonging to or being conducted on behalf of the Shire and that it is responsible for its own financial and statutory responsibilities, conduct, organisation management, insurance etc.

The OT&PA Committee indemnifies the Shire, Councillors and Staff against any:

- a. Cost or liability incurred by the Shire;
- b. Loss of or damage to property of the Shire
- c. Loss or expense incurred by the Shire in dealing with any claim against it, including legal costs and expenses on a solicitor/own client basis and the cost of time spent, resources used or disbursements paid by the Shire.

Arising from:

- d. Any act or omission by the OT&PA Committee or the OT&PA Committee's personnel in connection with this agreement, where there was fault on the part of the person whose conduct gave rise to that cost, liability, loss, damage, or expense.
- e. Any breach by the OT&PA Committee of this agreement.

The OT&PA Committee undertakes to satisfy its statutory requirements as an incorporated body. The OT&PA Committee will ensure that it is covered by appropriate insurance policies for its activities. The Shire is not liable or responsible for the activities of OT&PA Committee or for its debts, liabilities, expenses, losses or deficiencies.

The OT&PA Committee acknowledges that it has an effective and operational committee, and has the financial capacity to meet its financial obligations as and when they fall due, and will inform Shire if, and when, it does not have the financial capacity to continue operations, and to fulfil the terms of this agreement.

If the OT&PA Committee alters its "Statement of Purposes" or "Rules" in any significant manner it will advise the Shire of these changes.

The OT&PA Committee agrees to spend the funding provided pursuant to this agreement only for the operation of the Visitors Centre services.

PROBITY

The OT&PA Committee will ensure that its committee members and staff comply with proper standards of probity in the conduct of the OT&PA Committee business.

It is expected that the recruitment of the Visitor Centre Manager is undertaken in a transparent and equitable manner through advertising a position description and ensuring staff with workers compensation.

VISITOR INFORMATION SERVICES TO BE PROVIDED

The OT&PA Committee accepts this funding to assist with its role to provide Visitor Information Services from the Visitor Information Centre located in the Goods Shed Museum, Onslow. The Shire understands that this funding will enable the Committee to operate the Onslow Visitor Centre so that:

- The Onslow Visitor Centre will be staffed with a Manager during the tourist season (being from around April 1 until November 30 each year). Apart from the Manager, there will be an additional paid Customer Service employee with sufficient training to provide a high quality of customer service.
- The paid Manager and staff member will be expected to have broad tourism knowledge of the Shire of Ashburton and the Pilbara generally.
- The Onslow Visitor Centre will use its best endeavours to provide professional, accurate, and up-to-date material on events, festivals, accommodation and attractions across the Shire of Ashburton, and other regions, as appropriate.
- The Onslow Visitor Centre will display visitor information on towns and attractions throughout Ashburton and, where possible, the Pilbara

During the “off season”, the Shire will provide a service to accommodate general visitor information requests, the provisions of brochures, and emergency information.

COMMUNICATION BETWEEN THE OT&PA COMMITTEE AND SHIRE OF ASHBURTON

The Shire and the OT&PA Committee are to ensure open and proactive communication occurs between Shire and the Committee. Direct communication is to take place between relevant staff with such regularity as is required to ensure smooth operation of the Onslow Visitor Centre, and to achieve optimum co-ordination of tourism industry activity within the Shire and the Pilbara.

The Shire will nominate a staff member to act as the primary point of contact between the Shire and the OT&PA Committee for purposes of this agreement, and for tourism industry issues more generally.

The OT&PA Committee and the Shire acknowledge relevant Councillors or Shire staff members may attend meetings of the Committee and relevant sub-committees from time to time, to provide information and/or assistance to the OT&PA Committee (advisory capacity only) discussions.

The Shire requires that the OT&PA Committee be forthright and prompt in bringing to the Shire's attention any significant issues, deficiencies and concerns the OT&PA Committee has regarding the running of the Onslow Visitors Centre.

Information sharing and cross promotion is to occur between the Onslow Visitors Centre and the Tom Price Visitor's Centre, and where appropriate, other Pilbara Visitor Centres.

COMMITTEE REPORTING TO SHIRE

Prior to 31 March each year, the OT&PA Committee shall provide the Shire with a copy of its forthcoming annual Visitors Centre Annual Budget (including proposed activity notations where applicable).

The OT&PA Committee is to provide an annual governance report to the Shire for the twelve months to 30 June. The report will be received by the Shire by 31 August each year, to declare that the Committee has satisfied its statutory requirements during the previous twelve month period. Issues to be covered in this report will be agreed by the Shire and the Onslow Tourism & Progress Association Committee and attached to this agreement as Schedule 1.

By December each year, the Committee will provide the Shire with its Annual Report and audited financial statement (following the Annual General Meeting). A Season Report of Onslow Visitor Centre activity shall also be provided as part of the annual report.

Table 1 below provides an outline of the Onslow Tourism & Progress Association Committee reporting requirements:

Table 1 Reporting Requirements

Information to be provided	DATE
Annual Budget	31 March annually
Governance Report	31 August annually
Annual Report, including audited financial statement	31 December annually
Season Report of Onslow Visitor Centre activity	31 December annually

PAYMENTS

The objective of Shire's financial commitment is to assist the Onslow Tourism & Progress Association Committee to deliver:

Visitor Information Centre

Visitor Centre Services are defined as:

- Wages for a seasonal Visitor Centre Manager
- Purchase of stock for the Onslow Visitor Centre
- Onslow Visitor Centre operational costs

The Shire will make the following minimum financial contribution to the OT&PA Committee each financial year:

Shire (Cash to OT&PA)	\$60,000
GST (paid to ATO)	\$6,000
TOTAL	\$66,000

The OT&PA Committee is encouraged to apply for complimentary funding to assist with Visitor Centre Services.

One-off Covid-19 Relief Payment

The Shire will make a one-off financial contribution of \$75,000 to the OT&PA to assist with financial hardship as a result of impacts from the Covid-19 pandemic. This funding shall also go towards ongoing maintenance of the motor vehicle, including fuel, registration, insurances, equipment including tyres and spare parts, servicing, and driving wages.

Onslow Pipeline Subscription

Each financial year, the Shire will guarantee \$6,000 worth of paid advertising/advertorial for Shire notices and information in the Onslow Pipeline (produced by the Onslow Visitors Centre) at the standard advertising rate.

An invoice for the \$6,000 'subscription' should be submitted by the Onslow Visitors Centre to the Shire, by 31 August 2021, after the Shire of Ashburton's annual budget has been adopted by Council.

Shire staff will liaise directly with the Pipeline (as has historically occurred) for the placement of advertisements, advertorials and Onslow community related articles; and

1. Shire staff will continue to forward media releases (generally on past events) to the Pipeline (emailed to onslowtc@bigpond.com via the Shire's general media distribution list).

In exchange the Pipeline should:

1. Publish all advertisements, advertorials and Onslow community related articles as requested by the Shire and
2. Other than advertisements and advertorials mentioned above, the Pipeline can use its own discretion as to whether it chooses to publish other information provided by the Shire such as media releases. These will be published at no charge.

Tourism Brochure

As required, but not more often than annually, the Shire will provide up to \$2000 towards an Onslow focussed tourism brochure (to compliment the brochure produced by the Tom Price Visitor Centre).

Where funding is provided by the Shire, Shire reserves the right to have its logo depicted on documents and items that are used to promote the activity.

Provision of the above funding is subject to the Shire of Ashburton Council approving the necessary annual budget allocation

Payment Breakdown

Annual Agreement Contribution	\$60,000
One-off Covid-19 Relief Payment	\$75,000
Onslow Pipeline Subscription	\$6,000
Tourism Brochure	\$2,000
TOTAL	\$143,000

INTERNAL CONTROLS AND AUDIT

The OT&PA Committee shall maintain an effective financial management and reporting system to ensure that there are adequate internal controls over the financial operations of the organisation, and maintain a set of financial records capable of being audited by an accountant suitably qualified to satisfy the audit requirements of the WA Associations Incorporation Act 1987. The financial affairs of the OT&PA Committee will undergo a fully independent audit as part of the Annual Report process and a copy of the audited accounts shall be provided to the Shire.

The Shire at its discretion and expense may commission an independent review of the activity and presentation of the OT&PA, with a view to working collaboratively with the OT&PA Committee to improve the provision of services to visitors to the region and to promote additional economic activity in the Shire for the benefit of Shire businesses and residents.

TERMINATION

This Agreement will be terminated by the Shire at its discretion if:-

- A Controller (as defined by the Australian Securities & Investments Commission) is appointed to any of the property of the OT&PA Committee;

- Any application is made or resolution is passed for the winding up of the OT&PA Committee;
- The OT&PA Committee is insolvent within the meaning of the Corporations Law;
- A meeting of the OT&PA Committee creditors is called with a view to entering into an arrangement or compromise with creditors;
- The structure or objectives of the OT&PA Committee being changed substantially without the approval of the Shire;
- The OT&PA Committee fails to provide the Visitors Centre Services as outlined in this report, and/or
- The OT&PA Committee fails to provide the governance reports outlined in Table 1 above on a timely basis.

ALTERATION TO AGREEMENT

This agreement ceases at 30 June annually however alteration to this agreement can be made by mutual consent of the OT&PA Committee and the Shire.

DISPUTE RESOLUTION

Any dispute between the parties to the terms of this Agreement or the performance of the parties pursuant to the Agreement will be resolved as follows:

- The parties will use their best endeavours to resolve the dispute by negotiations.
- If the negotiations are not successful either party may serve on the other a notice of dispute setting out the details of the dispute.
- The dispute will be arbitrated in accordance with the provisions of the Western Australian Commercial Arbitration Act 2012 and the parties are authorised to utilise legal representations for such arbitration if they so choose.

NOTICES

Any formal notices, demands or other significant communications between the parties for the purposes of the Agreement must be in writing and be addressed to the party at that party's address (postal or email).

SHIRE OF ASHBURTON AND ONSLOW & PROGRESS ASSOCIATION SIGNATORIES

..... day of 2021

SIGNED ON BEHALF OF THE ONSLOW & PROGRESS ASSOCIATION

.....
Chairperson OT&PA	Witness

.....
Name of Chairperson (Print)	Name of Witness (Print)

SIGNED ON BEHALF OF THE SHIRE OF ASHBURTON

.....
Chief Executive Officer	Witness

.....
Name of Chief Executive Officer (Print)	Name of Witness (Print)



PROJECT BRIEF

Onslow Shell Collection Costing Report – Relocation of Shell Collection to Lot 395 Third Avenue, Onslow

Overview

Mr and Mrs Neil Baker have a substantial Shell Collection that has been a tourist attraction in Onslow for many years with visitation by many visitors to Onslow.

Neil started collecting shells from Onslow and the Mackerel Islands in his 20s and it has grown into an impressive shell collection, displayed immaculately in a shed behind his house. The Shell Collection is a part of the Onslow Visitor's Centre's 'Hidden Secrets' tour, which also visits the concrete tank with cartoon drawings inside of it. The 'Hidden Secrets' tour is the only way that tourists to Onslow can visit the privately-owned Shell Collection.

The Onslow Visitors Centre approached the Shire of Ashburton in July 2020, requesting the Shire to urgently consider the acquisition of the Baker's shell collection as a permanent tourism attraction for the community.

It was understood that Mr and Mrs Baker were approaching a period in their life where the collection sourced over decades was becoming burdensome due to care and cleaning for the couple who have since sought to dispose of the collection to the Shire.

Council amended its budget in August 2020 for the purposes of acquisition of the collection subject to the collation of the collection and clarification around any other legal parameters. Councillors present at the Ordinary meeting of Council in Onslow on the 11th of August 2020 and attended the Baker's property to view the shells and display cabinets and broader collection.

For the purpose of preparing an offer for purchasing the shells, display cabinets and broader collection, the Senior Administration Officer at the Shire of Ashburton made enquiries to the WA Museum and Fisheries WA in relation to the collation of the shells, display cabinets and broader collection into an insurable record to facilitate display and continued use as a tourism attraction in Onslow.

During this process the Senior Administration Officer discovered that the license provisions from the State Governments licensing process may provide a level of conflict in relation to the transactional nature of the acquisition. As the shells collected were for a recreational purpose, this caused some conflict in relation to the laws of Western Australia.

This issue was resolved due to further information and clarification on the acquisition of the Shell Collection by the Shire of Ashburton.



The Shire advised to the State that the collection would be used for public display purposes in much the same way as a museum would and that this display would continue to be used as a tourism product for the many people that come to Onslow. Reconciliation of the procedural differences resulted in an agreed way forward, being that: the Shire would not be able to purchase the shells and broader collection, as the shells were recreationally taken and therefore have no commercial value, as they have not been taken for gain or reward. However, as the Shire would be acquiring the display cabinets and reference materials being shell books from Mr Baker, the shells could then be “donated” as part of that acquisition.

Costings

The collection was purchased by the Shire for \$200,000, with the idea that the shells, display cabinets and broader collection will continue to be utilized for additional and continued tourism product. The shells will be relocated from the private residence of Neil & Judy Baker, to Lot 395 Third Avenue, Onslow – which is now under management by the Shire of Ashburton.

Part of the agreement of the acquisition of the Shell Collection is that the shells would be relocated to Lot 395 Third Avenue, Onslow, before the commencement of the 2021 tourist season on April 1. This costing report is required to be presented to Council for its consideration, as part of the agreed minutes from the Ordinary Council Meeting on 11 November, 2020.

The costing report details that a budget variance must be approved to the value of \$50,000 to allow for necessary works to take place. A further \$15,000 operational budget is also required to run services on operations, building maintenance, and other works for the first six months of operation (between April – October 2021).

The indicative capital expenditure budget for the relocation of the Onslow Shell Collection is reflected in the below table:

Item of Expenditure	Budget	Source of Funds
Repairing Building Maintenance Issues	\$5,000	Shire
Signage Design & Installation	\$2,000	Shire
Air Conditioner Replacement & Installation	\$10,000	Shire
Roller Door filling works	\$5,000	Shire
CCTV Installation	\$8,000	Shire
Painting	\$5,000	Shire
Public Building Compliance	\$5,000	Shire
Removal & Installation of Shelving	\$10,000	Shire
TOTAL	\$50,000	

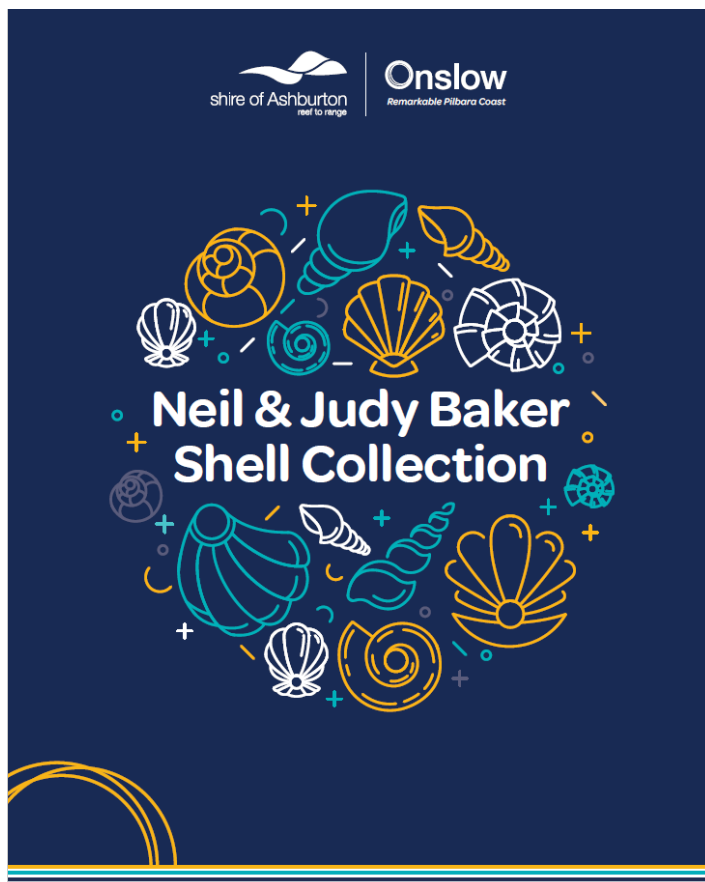
Once these works have been completed, and the Shells have been relocated to Lot 395 Third Avenue, Onslow, an operational budget of \$15,000 is required to support the ongoing maintenance of the Shell Collection for the first six months of operation. The \$15,000 amount will cover the following:

- Operating Budget: Power, water, security
- Building Maintenance: Air Conditioning, Fire Services, Pest Control, Maintaining security system
- Building Works: garden maintenance, fencing maintenance, external site maintenance

Signage

Another requirement from the Ordinary Meeting of Council on 11 November 2020 was for signage to the effect of naming the Shell Collection to the 'Neil and Judy Baker Collection' or similar to be placed at the new premises of Lot 395 Third Avenue, Onslow.

The design for the signage is as follows:





Supporting Strategies

Approval of this costing report will allow the relocation of the Onslow Shell Collection to take place, and means the Shire of Ashburton will continue to support Tourism Development, as cited in some of its major strategy documents. This project supports the following strategy items:

Economic and Tourism Development Strategy 2019

Goal 01 – Promote the Shire

Objective 1: Targeted Destination Marketing for increased tourism

Objective 2: Supporting Capacity Building and Product Development

Goal 02 – Encourage Infrastructure Development and Investment

Objective 1: Encouraging tourism & transport infrastructure & development

Shire of Ashburton Strategic Community Plan 2017-2027 Living Life

Goal 2 - Economic Prosperity

Objective 1: Strong Local Economies

Objective 2: Enduring partnerships with industry and government

Objective 3: Well-managed tourism

SHIRE OF ASHBURTON

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 November 2020

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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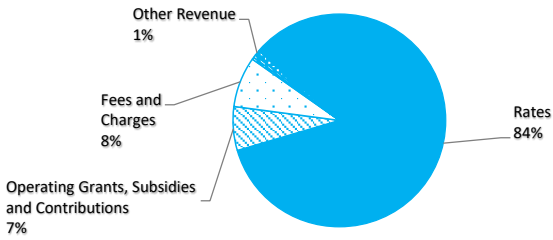
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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

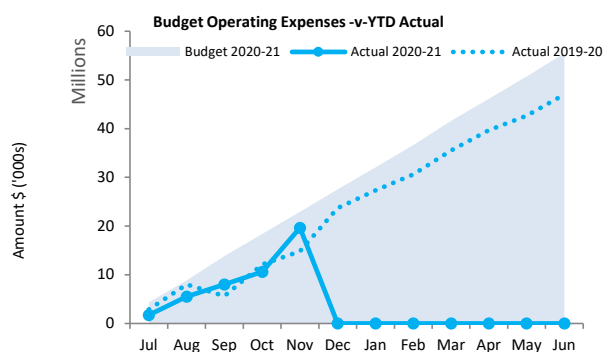
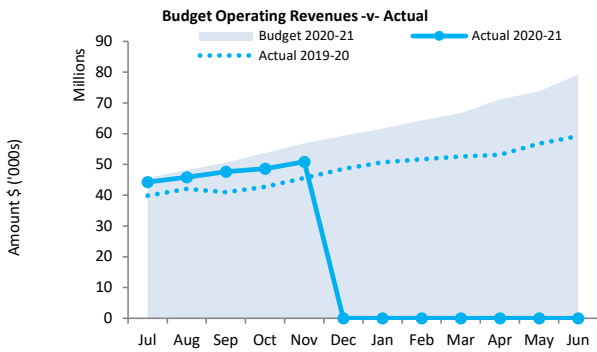
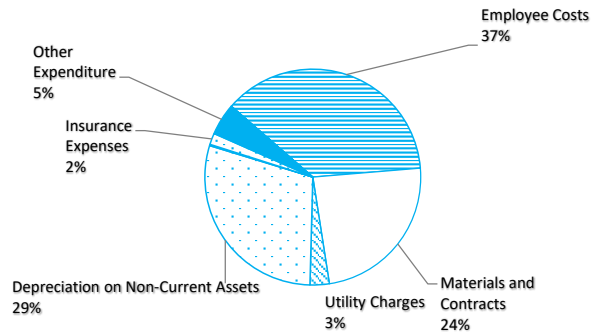
SUMMARY INFORMATION - GRAPHS

OPERATING ACTIVITIES

OPERATING REVENUE

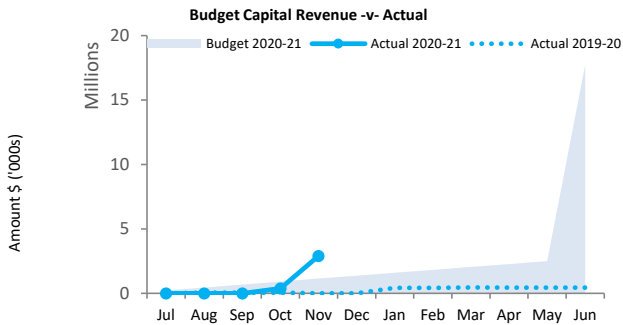


OPERATING EXPENSES

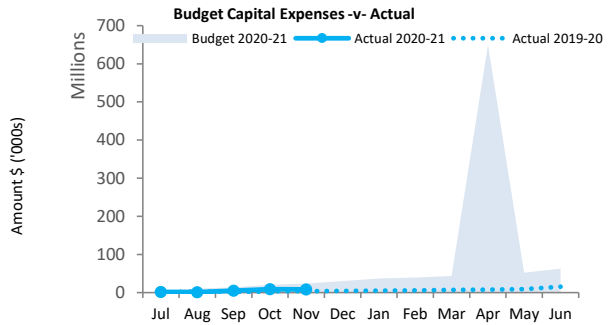


INVESTING ACTIVITIES

CAPITAL REVENUE



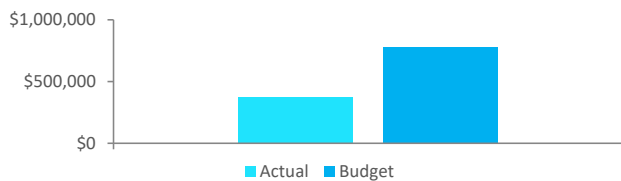
CAPITAL EXPENSES



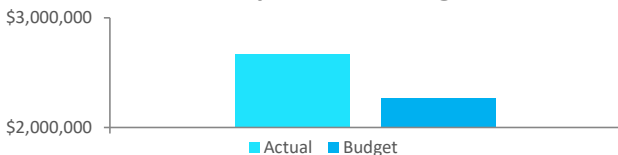
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BORROWINGS

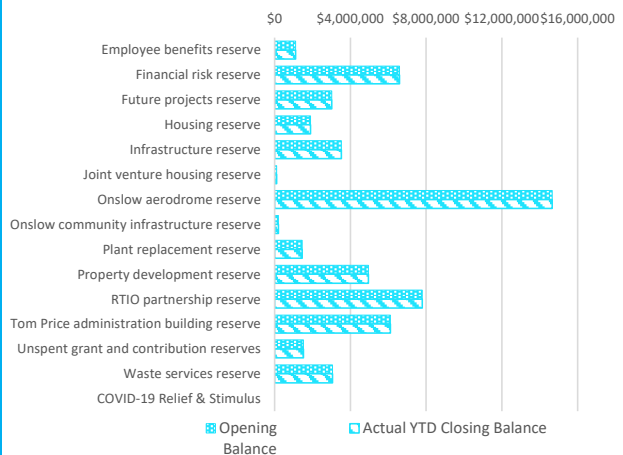
Principal Repayments



Principal Outstanding



RESERVES



MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 NOVEMBER 2020

EXECUTIVE SUMMARY

Funding surplus / (deficit) Components

Funding surplus / (deficit)

	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$8.88 M	\$8.88 M	\$13.28 M	\$4.40 M
Closing	\$8.80 M	\$30.27 M	\$41.31 M	\$11.04 M

Refer to Statement of Financial Activity

Cash and cash equivalents

	\$88.15 M	% of total
Unrestricted Cash	\$33.46 M	38.0%
Restricted Cash	\$54.70 M	62.0%

Refer to Note 2 - Cash and Financial Assets

Payables

	\$1.34 M	% Outstanding
Trade Payables	\$0.38 M	
Over 30 Days		46.0%
Over 90 Days		0.3%

Refer to Note 5 - Payables

Receivables

	\$3.97 M	% Collected
Rates Receivable	\$1.49 M	96.4%
Trade Receivable	\$3.97 M	
Over 30 Days		45.8%
Over 90 Days		38.6%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities

Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$21.27 M	\$33.90 M	\$36.97 M	\$3.06 M

Refer to Statement of Financial Activity

Rates Revenue

	YTD Actual	YTD Budget	% Variance
	\$42.76 M	\$42.14 M	1.5%

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions

	YTD Actual	YTD Budget	% Variance
	\$2.69 M	\$4.80 M	(43.9%)

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges

	YTD Actual	YTD Budget	% Variance
	\$3.90 M	\$3.29 M	18.6%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities

Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$42.43 M)	(\$12.12 M)	(\$8.55 M)	\$3.57 M

Refer to Statement of Financial Activity

Proceeds on sale

	YTD Actual	Amended Budget	%
	\$0.09 M	\$0.60 M	14.8%

Refer to Note 7 - Disposal of Assets

Asset Acquisition

	YTD Actual	Amended Budget	% Spent
	\$11.54 M	\$67.49 M	17.1%

Refer to Note 8 - Capital Acquisition

Capital Grants

	YTD Actual	Amended Budget	% Received
	\$2.90 M	\$24.46 M	11.8%

Refer to Note 8 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities

Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$21.08 M	(\$0.39 M)	(\$0.38 M)	\$0.01 M

Refer to Statement of Financial Activity

Borrowings

Principal repayments	\$0.38 M
Interest expense	\$0.05 M
Principal due	\$2.67 M

Refer to Note 9 - Borrowings

Reserves

Reserves balance	\$55.97 M
Interest earned	\$0.00 M

Refer to Note 10 - Cash Reserves

This information is to be read in conjunction with the accompanying Financial Statements and notes.

KEY TERMS AND DESCRIPTIONS**FOR THE PERIOD ENDED 30 NOVEMBER 2020****NATURE OR TYPE DESCRIPTIONS****REVENUE****RATES**

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EXPENSES**EMPLOYEE COSTS**

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

BY NATURE OR TYPE

	Ref Note	Amended Budget \$	YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a) \$	Var. % (b)-(a)/(a) %	Var.
Opening funding surplus / (deficit)	1(c)	8,881,405	8,881,405	13,278,619	4,397,214	49.51%	▲
Revenue from operating activities							
Rates	6	42,138,000	42,144,610	42,758,428	613,818	1.46%	
Operating grants, subsidies and contributions	12	4,783,547	5,299,864	3,386,157	(1,913,707)	(36.11%)	▼
Fees and charges		6,363,755	3,289,951	3,900,494	610,543	18.56%	▲
Service charges		180,300	75,095	172,428	97,333	129.61%	▲
Interest earnings		738,000	307,375	203,940	(103,435)	(33.65%)	▼
Other revenue		768,379	320,020	440,421	120,401	37.62%	▲
Profit on disposal of assets	7	29,000	12,080	10,200	(1,880)	(15.56%)	
		55,000,981	51,448,995	50,872,068	(576,927)		
Expenditure from operating activities							
Employee costs		(20,533,699)	(8,381,248)	(7,329,578)	1,051,670	12.55%	▲
Materials and contracts		(17,693,712)	(6,924,795)	(4,689,094)	2,235,701	32.29%	▲
Utility charges		(1,649,915)	(687,409)	(568,081)	119,328	17.36%	▲
Depreciation on non-current assets		(12,020,137)	(5,006,385)	(5,757,303)	(750,918)	(15.00%)	▼
Interest expenses		(105,600)	0	(38,135)	(38,135)	0.00%	
Insurance expenses		(1,257,405)	(523,735)	(333,331)	190,404	36.36%	▲
Other expenditure		(1,273,845)	(486,032)	(936,915)	(450,883)	(92.77%)	▼
Loss on disposal of assets	7	(201,000)	(83,715)	(3,117)	80,598	96.28%	▲
		(54,735,313)	(22,093,319)	(19,655,554)	2,437,765		
Non-cash amounts excluded from operating activities	1(a)	12,199,498	5,079,860	5,750,220	670,360	13.20%	▲
Amount attributable to operating activities		12,465,166	34,435,536	36,966,734	2,531,198		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	24,460,994	6,744,970	2,896,970	(3,848,000)	(57.05%)	▼
Proceeds from disposal of assets	7	600,000	600,000	88,858	(511,142)	(85.19%)	▼
Payments for property, plant and equipment and infrastructure	8	(67,491,890)	(19,467,585)	(11,539,809)	7,927,776	40.72%	▲
Amount attributable to investing activities		(42,430,896)	(12,122,615)	(8,553,981)	3,568,634		
Financing Activities							
Transfer from reserves	10	23,413,813	0	0	0	0.00%	
Repayment of debentures	9	(780,000)	(390,000)	(376,310)	13,690	3.51%	
Transfer to reserves	10	(1,549,488)	0	(135)	(135)	0.00%	
Amount attributable to financing activities		21,084,325	(390,000)	(376,445)	13,555		
Closing funding surplus / (deficit)	1(c)	0	30,804,326	41,314,927	10,510,601		

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

Refer to Note 15 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 30 NOVEMBER 2020

BASIS OF PREPARATION

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 November 2020

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 14 to these financial statements.

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	(29,000)	(12,080)	(10,200)
Less: Movement in liabilities associated with restricted cash		7,361	1,840	0
Add: Loss on asset disposals	7	201,000	83,715	3,117
Add: Depreciation on assets		12,020,137	5,006,385	5,757,303
Total non-cash items excluded from operating activities		12,199,498	5,079,860	5,750,220

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2020	This Time Last Year 30 November 2019	Year to Date 30 November 2020
Adjustments to net current assets				
Less: Reserves - restricted cash	10	(55,970,608)	(48,395,622)	(55,970,743)
Add: Borrowings	9	779,807	0	403,497
Add: Provisions - employee		1,703,074	1,536,357	1,703,074
Add: User defined		9,054,794	0	9,054,794
Total adjustments to net current assets		(44,432,933)	(46,859,265)	(44,809,378)

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2	69,882,380	84,180,077	88,153,279
Rates receivables	3	(1,908,323)	1,964,740	1,489,471
Receivables	3	3,597,335	2,482,982	3,968,893
Other current assets	4	145,831	741,117	141,358
Less: Current liabilities				
Payables	5	(7,439,681)	(1,170,923)	(1,342,386)
Borrowings	9	(779,807)	(776,294)	(403,497)
Contract liabilities	11	(4,083,109)	0	(4,083,109)
Provisions	11	(1,703,074)	(1,824,804)	(1,703,074)
Less: Total adjustments to net current assets	1(b)	(44,432,933)	(46,859,265)	(44,809,378)
Closing funding surplus / (deficit)		13,278,619	38,737,630	41,411,557

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$				
Cash on hand								
WBC	Cash and cash equivalents	2,845,612	0	2,845,612	0	Westpac	0.00%	On-call
Notice Saver/WBC	Cash and cash equivalents	29,653,206	0	29,653,206	0	Westpac	0.90%	Ongoing
CBA	Cash and cash equivalents	17,718	0	17,718	0	CBA	0.00%	On-call
Cash on Hand	Cash and cash equivalents	6,000	0	6,000	0			
Notice Saver	Cash and cash equivalents	934,602	21,500,000	22,434,602	0	Westpac	0.90%	Ongoing
Term Deposits	Cash and cash equivalents	0	13,000,000	13,000,000	0	CBA	0.64%	27/01/2021
Term Deposits	Cash and cash equivalents	0	13,000,000	13,000,000	0	NAB	0.79%	27/07/2021
WATC	Cash and cash equivalents	0	196,141	196,141	0	Western Austr	0.20%	Ongoing
Trust	Cash and cash equivalents	0	0	0	267,131	Westpac	0.50%	Ongoing
Term Deposit	Cash and cash equivalents	0	7,000,000	7,000,000	0	Westpac	0.92%	27/04/2021
Total		33,457,138	54,696,141	88,153,279	267,131			
Comprising								
Cash and cash equivalents		33,457,138	54,696,141	88,153,279	267,131			
		33,457,138	54,696,141	88,153,279	267,131			

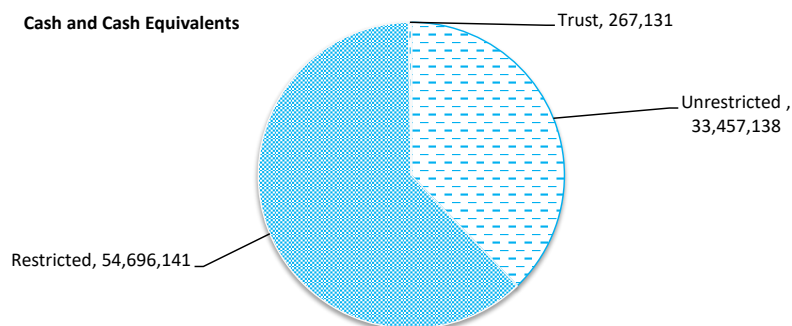
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

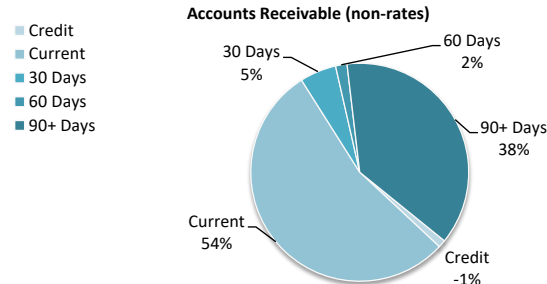
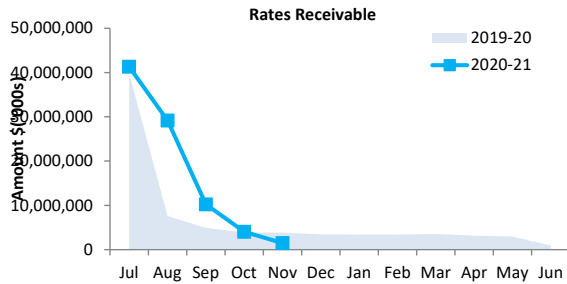
Rates receivable	30 Jun 2020	30 Nov 2020
	\$	\$
Opening arrears previous years	1,280,876	(1,908,323)
Levied this year	36,807,564	42,758,644
Less - collections to date	(39,996,763)	(39,360,850)
Equals current outstanding	(1,908,323)	1,489,471
Net rates collectable	(1,908,323)	1,489,471
% Collected	105%	96.4%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(28,975)	1,382,076	138,239	43,529	963,903	2,498,772
Percentage	(1.2%)	55.3%	5.5%	1.7%	38.6%	
Balance per trial balance						
Sundry receivable	(28,975)	1,382,076	138,239	43,529	963,903	2,498,772
GST receivable	0	751,605	0	0	0	751,605
Allowance for impairment of receivables	0	(392,099)	0	0	0	(392,099)
Accrued income	0	1,091,117	0	0	0	1,091,117
Payments in advance	0	19,498	0	0	0	19,498
Total receivables general outstanding						3,968,893

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 30 November 2020
	\$	\$	\$	\$
Inventory				
Fuel and materials	7,619	(4,473)	0	3,146
Tourist Bureau stock	138,212	0	0	138,212
Total other current assets	145,831	(4,473)	0	141,358

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

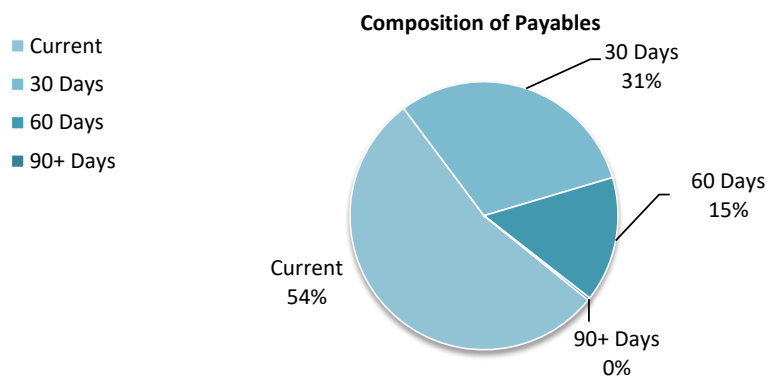
**OPERATING ACTIVITIES
NOTE 5
Payables**

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	206,616	117,348	57,930	1,133	383,027
Percentage	0%	53.9%	30.6%	15.1%	0.3%	
Balance per trial balance						
Sundry creditors	0	206,616	117,348	57,930	1,133	383,027
ATO liabilities	0	431,279	0	0	0	431,279
Accrued expenses	0	34,507	0	0	0	34,507
Other payables	0	493,573	0	0	0	493,573
Total payables general outstanding						1,342,386

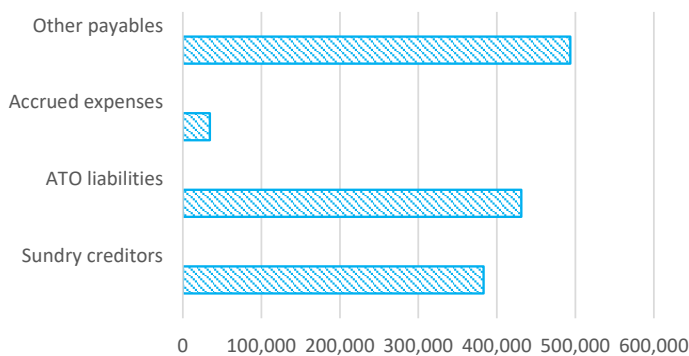
Amounts shown above include GST (where applicable)

KEY INFORMATION

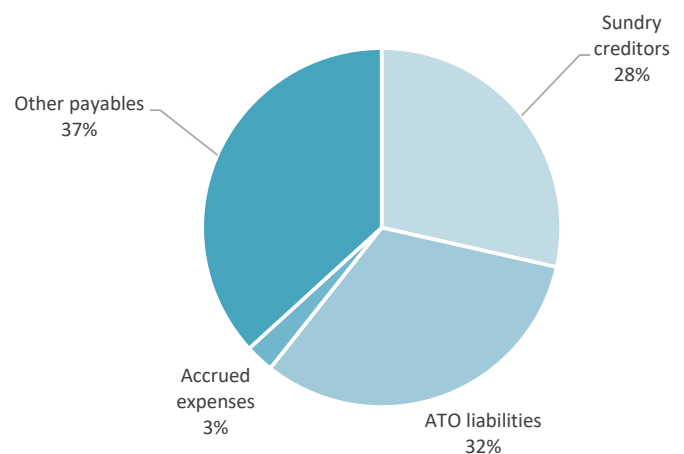
Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



Payables



Composition of Payables



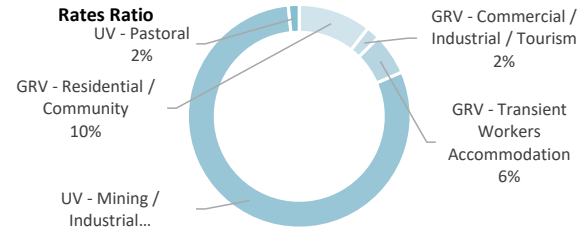
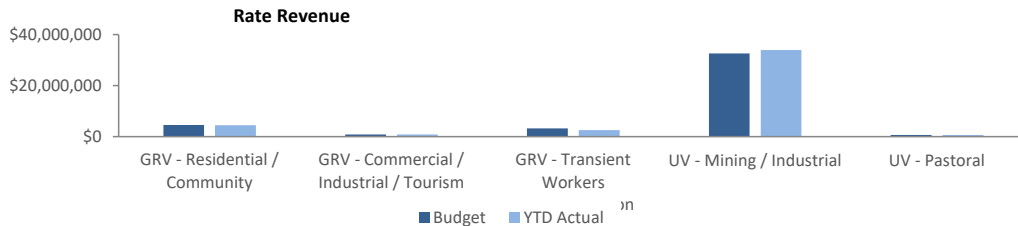
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
GRV - Residential / Community	0.102364	2,405	44,720,943	4,485,713	25,000	24,675	4,535,388	4,483,983	0	0	4,483,983
GRV - Commercial / Industrial / Tourism	0.065926	119	13,420,232	846,724	20,000	0	866,724	846,724	(1,263)	(1,263)	844,198
GRV - Transient Workers Accommodation	0.131845	22	19,315,400	3,169,601	50,000	0	3,219,601	2,546,634	0	0	2,546,634
Unimproved value											
UV - Mining / Industrial	0.369571	602	91,751,866	32,675,239	(100,000)	10,000	32,585,239	33,701,077	291,458	(69,394)	33,923,141
UV - Pastoral	0.062196	33	10,799,964	667,572	0	0	667,572	667,572	0	0	667,572
Sub-Total		3,181	180,008,405	41,844,849	(5,000)	34,675	41,874,524	42,245,990	290,195	(70,657)	42,465,528
Minimum payment	Minimum \$										
Gross rental value											
GRV - Residential / Community	1,010	187	971,380	188,870	0	0	188,870	188,870	0	0	188,870
GRV - Commercial / Industrial / Tourism	1,263	67	386,215	84,588	0	0	84,588	84,588	0	0	84,588
GRV - Transient Workers Accommodation	1,263	2	20	2,525	0	0	2,525	2,525	0	0	2,525
Unimproved value											
UV - Mining / Industrial	1,263	420	430,965	564,338	0	0	564,338	530,250	0	0	530,250
UV - Pastoral	1,263	8	61,343	10,100	0	0	10,100	10,100	0	0	10,100
Sub-total		684	1,849,923	850,421	0	0	850,421	816,333	0	0	816,333
Concession							(586,945)				(523,217)
Total general rates							42,138,000				42,758,644

KEY INFORMATION

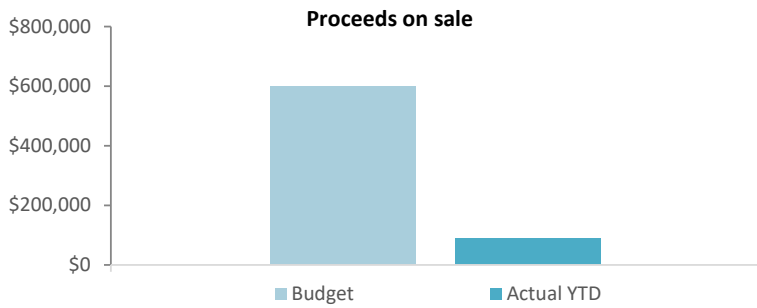
Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Transport								
	Plant Replacement Program.	772,000	600,000	0	(172,000)	81,775	88,858	7,083	0
		772,000	600,000	0	(172,000)	81,775	88,858	7,083	0



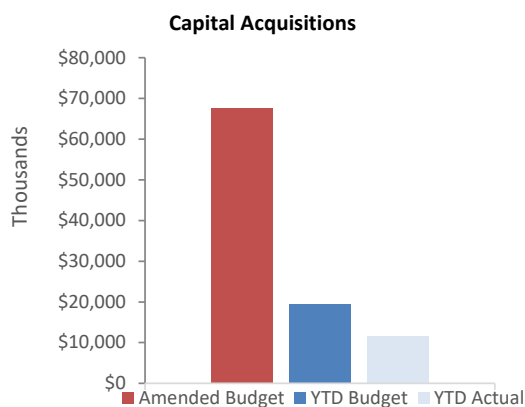
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land	3,310,000	302,000	301,632	(368)
Land Held For Resale - Current	214,343	5,975	10,215	4,240
Buildings	25,340,445	3,765,587	1,199,341	(2,566,246)
Furniture & Equipment	670,000	208,407	74,490	(133,917)
Plant & Equipment	3,043,967	1,288,112	789,600	(498,512)
Infrastructure Assets - Roads	7,411,599	2,578,243	1,295,318	(1,282,925)
Infrastructure Assets - Footpaths	2,264,412	1,125,912	882,594	(243,318)
Infrastructure Assets - Drainage	750,000	199,920	4,637	(195,283)
Infrastructure Assets - Airports	4,486,219	1,800,800	138,469	(1,662,331)
Infrastructure - Parks & Recreation	5,690,360	1,457,994	242,631	(1,215,363)
Infrastructure - Town	815,361	57,060	116,559	59,499
Infrastructure - Waste	13,495,184	6,677,575	6,484,323	(193,252)
Payments for Capital Acquisitions	67,491,890	19,467,585	11,539,809	(7,927,776)
Total Capital Acquisitions	67,491,890	19,467,585	11,539,809	(7,927,776)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	24,460,994	6,744,970	2,896,970	(3,848,000)
Other (disposals & C/Fwd)	600,000	600,000	88,858	(511,142)
Cash backed reserves				
Financial risk reserve	247,500	0	0	0
Future projects reserve	887,820	0	0	0
Housing reserve	1,187,000	0	0	0
Infrastructure reserve	2,227,000	0	0	0
Joint venture housing reserve	100,000	0	0	0
Onslow aerodrome reserve	5,411,464	0	0	0
Plant replacement reserve	1,096,000	0	0	0
Property development reserve	3,324,343	0	0	0
RTIO partnership reserve	4,289,180	0	0	0
Tom Price administration building reserve	2,900,000	0	0	0
Unspent grant and contribution reserves	1,148,523	0	0	0
Waste services reserve	594,983	0	0	0
Contribution - operations	19,017,083	12,122,615	8,553,981	(3,568,634)
Capital funding total	67,491,890	19,467,585	11,539,809	(7,927,776)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)

Account Description		Current Budget	Year to Date Budget	Year to Date Actual	Variance (Under)/Over
Land					
Asset New					
140043	Land Purchase (Onslow)	3,310,000	302,000	301,632	(368)
Land Total		3,310,000	302,000	301,632	(368)
Buildings					
Asset Renewal					
040369	CAP - Bldg Prog/Admin Onslow	70,000	70,000	3,595	(66,405)
041105	Capital Projects - Minor Works (Budget Only A/C)	63,276	26,365	3,779	(22,586)
092268	CAP - Bldg Prog/Senior Citizen Units	50,000	20,825	0	(20,825)
092269	Cap - Bldg Prog Carinya Unts	50,000	20,825	228	(20,597)
097803	CAP - Bldg Prog/Staff Housing- Refurbishments & Improv	1,129,220	470,320	19,709	(450,611)
110365	Asset Renewal Onslow MPC	17,014	17,014	11,153	(5,861)
113258	Karingal Roof Renewal	350,000	145,775	0	(145,775)
127387	Asset Renewal Depots Land & Buildings GEN	14,750	0	0	0
AB2005	Onslow Goods Shed Museum Asset Management (Comp)	178,000	44,500	0	(44,500)
AB2006	Onslow - Gym / Childcare Facilities Renewal	2,500,000	242,800	81,803	(160,997)
Asset New					
050006	Tom Price - Emergency Services Co-located Facility	4,069,570	1,694,975	21,600	(1,673,375)
080301	Tom Price Child Care Project	6,750,000	41,810	41,810	0
097800	Asset New Housing Land & Buildings	600,000	0	642,499	642,499
113236	Paraburdoo Community Chubb	10,000	10,000	9,610	(390)
127380	Asset New Depots Land & Buildings	0	0	6,406	6,406
AB2009	Tom Price Staff Administration Building & Council Chaml	3,000,000	25,000	15,518	(9,482)
AE2002	Horizon Power Solar Program	0	0	5,398	5,398
113234	Asset New Other Rec Land & Buildings	100,000	0	0	0
Asset Expansion/Upgrade					
114631	Old Onslow Town Conservation	218,615	70,208	0	(70,208)
134257	Onslow Ocean View Caravan Upgrade	3,600,000	169,600	163,411	(6,189)
134260	Onslow Sun Chalets - Upgrade	1,000,000	41,665	12,283	(29,382)
AB2013	Tom Price - Tennis Club Refurbishment of Playing Surfac	1,570,000	653,905	160,539	(493,366)
Buildings Total		25,340,445	3,765,587	1,199,341	(2,566,246)
Furniture & Equipment					
Asset Renewal					
040466	Asset Renewal Information Technology FURNITURE & EC	300,000	124,950	74,333	(50,617)
Asset New					
042465	Communication Equipment (Including Switches)	200,000	83,300	0	(83,300)
045985	Records Management System	170,000	157	157	0
Furniture & Equipment Total		670,000	208,407	74,490	(133,917)
Plant & Equipment					
Asset Renewal					
051685	Plant & Equipment Fire Prevention	35,000	14,580	11,001	(3,579)
124086	Plant and Equipment Various-Airport Capital GEN	150,000	62,475	88,700	26,225
AE2004	Plant Replacement Program LTFF	1,696,000	706,385	196,950	(509,435)
Asset New					
071274	Plant & Equipment Capital Expenditure	24,284	24,284	0	(24,284)
114633	Onslow Heritage Conservation	202,000	0	200,000	200,000
120018	Asset New Onslow Airport PLANT & EQUIPMENT	469,683	204,193	86,841	(117,352)
124960	Asset New- Plant & Equipment CAP Exp	165,000	68,720	163,650	94,930
124967	Emergency Water Tanks (Infrastructure)	40,000	16,660	0	(16,660)
AR2001	Shire Cyclone Warning Signs - Install New	42,000	17,495	6,801	(10,694)
Asset Expansion/Upgrade					
124959	Plant & Equipment (Enhancements & Expansion)	80,000	33,320	0	(33,320)

AP2001	Paraburdoo Score Board	140,000	140,000	35,658	(104,343)
Plant & Equipment Total		3,043,967	1,288,112	789,600	(498,512)
Infrastructure - Waste					
Asset New					
100082	Pilbara Regional Waste Management Facility (Onslow) -F	197,000	187,000	140,737	(46,263)
100083	Pilbara Regional Waste Management Facility (Onslow) - i	12,803,000	6,284,325	5,995,347	(288,978)
100087	Tom Price - Community Drop Off Area at Waste Facility S	135,000	56,230	0	(56,230)
AW2003	Paraburdoo - Waste Operations Building Install New	180,092	75,010	174,119	99,109
AW2004	Tom Price - Waste Operations Building - Install New	180,092	75,010	174,119	99,109
Infrastructure - Waste Total		13,495,184	6,677,575	6,484,323	(193,252)
Infrastructure - Parks & Recreation					
Asset Renewal					
113028	Anzac Memorial Site (Seawall Construction/Renewal)	500,000	125,000	0	(125,000)
113308	Asset Renewal (Infrastructure) Parks & Recreation Tom F	206,400	206,400	206,388	(12)
AP2006	Foreshore Protection - Upgrade Sand & Groyne Plus Sea	400,000	0	0	0
AP2013	Tom Price- Diamond Club Softball - Renewal of Oval Ligh	271,500	271,500	33,600	(237,900)
AP2020	Tom Price Diamond Kitchen Refurb	20,491	8,540	0	(8,540)
Asset New					
112735	Asset New Swimming Pool	50,000	50,000	0	(50,000)
112746	Asset New Parks Infrastruct Parks	950,000	395,675	2,450	(393,225)
AP2014	Tom Price- Diamond Club Softball - Storage Facility Insta	52,789	52,789	0	(52,789)
AP2016	Tom Price- Minna Oval New Shed & Bollards Installation	50,000	50,000	0	(50,000)
AP2017	Tom Price - Minna Oval New Lighting	418,500	100,000	0	(100,000)
Asset Expansion/Upgrade					
112749	Asset Expansion Parks Infrastruct Parks	270,079	0	0	0
AP2007	Onslow Marina Upgrade	1,500,000	0	0	0
AP2009	Paraburdoo New Softball Field/Soccer & Rugby Pitches -	215,601	89,800	0	(89,800)
AP2012	Tom Price Clem Thompson Oval - BBQ Facilities & Playgr	55,000	0	0	0
AP2015	Tom Price- Diamond Club Softball - Upgrade of Playgrou	10,000	4,165	0	(4,165)
AP2018	Tom Price- Skate Park New Shade Structure Installation	250,000	104,125	193	(103,932)
110320	Infrastructure Parks Upgrade - Onslow	470,000	0	0	0
Infrastructure - Parks & Recreation Total		5,690,360	1,457,994	242,631	(1,215,363)
Infrastructure Assets - Airports					
Asset Renewal					
120055	Runway/pavement line marking	20,000	0	0	0
120058	Renewal Works/Airport Capital GEN	2,020,613	818,720	16,714	(802,006)
AA2002	Onslow Airport Runway Enrichment Seal	200,000	100,000	4,625	(95,375)
Asset New					
AA2003	Onslow Airport Taxiway Renewal for Bravo & Charlie	1,488,306	619,880	14,068	(605,812)
Asset Expansion/Upgrade					
120016	Asset Expansion/Upgrade Onslow Airport INFRASTRUCTU	370,000	100,825	90,698	(10,127)
AA2001	Onslow Aiport General Aviation Development- Fencing, '	387,300	161,375	12,364	(149,011)
Infrastructure Assets - Airports Total		4,486,219	1,800,800	138,469	(1,662,331)
Infrastructure Assets - Roads					
Asset Renewal					
124460	Works Prog/Road Construct	408,000	204,000	0	(204,000)
124461	Asset Renewal Roads INFRASTRUCTURE ASSETS - ROADS	759,310	316,255	0	(316,255)
124462	Rural Unsealed Road 20/21 Program	3,505,500	0	9,853	9,853
124463	Urban Roads Renewal - 2020/21 (2nd Yr LTFP)	1,017,521	1,017,521	1,017,521	(0)
124471	Cattle Grids Renewal (Various)	138,000	69,000	49,201	(19,799)
AR2006	Rural Unsealed Road 19/20 Program	607,622	607,622	194,276	(413,346)
AR2007	Safety Barriers Renewals - Shire Wide	53,000	22,075	0	(22,075)
AR2008	Significant Road Signs - Renewals	15,000	15,000	0	(15,000)
AR2010	Rural Sealed Roads(2019)	520,000	216,580	0	(216,580)
AR2011	General Signage Renewal (Shire Wide)	12,396	0	8,010	8,010
Asset New					
124441	Asset New Roads Infrastruct Roads	0	0	0	0
134855	Asset New- Tourism & Area Promotion- Eastern Sector	0	0	0	0

135010	Signage (Roads) - Onslow	65,000	27,070	0	(27,070)
AR2012	Tom Price - Central Rd Speed "Bumps" Construction	55,250	23,020	34,570	11,550
Asset Expansion/Upgrade					
124450	Asset Expansion Roads Infrstruct Roads	255,000	60,100	(18,113)	(78,213)
124451	RRG - Roebourne -Witternoom Road & Pannawonica Mil	0	0	0	0
Infrastructure Assets - Roads Total		7,411,599	2,578,243	1,295,318	(1,282,925)
Infrastructure Assets - Drainage					
Asset Renewal					
124470	Works Prog/Drainage Renewals	500,000	95,795	1,661	(94,134)
AD2001	Irrigation 19/20 Renewal Program (Shire Wide)	250,000	104,125	2,976	(101,149)
Infrastructure Assets - Drainage Total		750,000	199,920	4,637	(195,283)
Infrastructure Assets - Footpaths					
Asset Renewal					
AR2005	Kerb & Gutter Renewal Program 19/20	427,412	207,412	207,892	480
Asset New					
124531	Footpath Program New (Tom Price) 20/21	1,837,000	918,500	674,702	(243,798)
Infrastructure Assets - Footpaths Total		2,264,412	1,125,912	882,594	(243,318)
Infrastructure - Town					
Asset New					
130107	Asset New Town Infrastructure	125,000	52,060	111,609	59,549
Asset Expansion/Upgrade					
134854	Asset Expansion/Upgrade Tourism & Area Promotion Ea:	690,361	5,000	4,950	(50)
Infrastructure - Town Total		815,361	57,060	116,559	59,499
Land Held For Resale - Current					
Asset New					
140054	Subdivision Surveying & Plans	14,343	5,975	8,560	2,585
147318	Onslow Mixed Business Development - Services Installat	200,000	0	1,655	1,655
Land Held For Resale - Current Total		214,343	5,975	10,215	4,240
Grand Total		67,491,890	19,467,585	11,539,809	(7,927,776)

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	Principal	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2020	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance										
Onslow Administration Building Housing	124	644,752	0	0	22,100	44,600	622,652	600,152	10,671	21,000
Housing										
Straff Housing Plan	117	227,608	0	0	35,387	71,800	192,221	155,808	6,202	11,400
New Staff Housing Plan	121	321,162	0	0	158,220	321,200	162,942	0	9,587	14,500
Community amenities										
Onslow Transfer Station	122	1,722,023	0	0	160,603	323,700	1,561,420	1,398,323	26,519	50,600
Transport										
Onslow Aerodrome Upgrade	119	131,559	0	0	0	18,700	131,559	112,859	0	8,100
Total		3,047,104	0	0	376,310	780,000	2,670,794	2,267,142	52,979	105,600
Current borrowings		780,000					403,497			
Non-current borrowings		2,267,104					2,267,297			
		3,047,104					2,670,794			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**OPERATING ACTIVITIES
NOTE 10
CASH RESERVES**

Cash backed reserve

Reserve name	Opening	Budget Interest	Actual Interest	Budget Transfers	Actual Transfers	Budget Transfers	Actual Transfers	Budget Closing	Actual YTD
	Balance	Earned	Earned	In (+)	In (+)	Out (-)	Out (-)	Balance	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Employee benefits reserve	1,105,498	7,361	0	0	0	0	0	1,112,859	1,105,498
Financial risk reserve	6,588,560	44,198	0	0	0	(247,500)	0	6,385,258	6,588,560
Future projects reserve	3,014,040	23,037	0	0	0	(887,820)	0	2,149,257	3,014,040
Housing reserve	1,895,016	14,592	0	0	0	(1,187,000)	0	722,608	1,895,016
Infrastructure reserve	3,527,615	26,983	0	0	0	(2,227,000)	0	1,327,598	3,527,615
Joint venture housing reserve	103,382	1,022	0	0	0	(100,000)	0	4,404	103,382
Onslow aerodrome reserve	14,650,167	117,412	0	0	0	(5,411,464)	0	9,356,115	14,650,167
Onslow community infrastructure reserve	197,817	1,317	0	0	0	0	0	199,134	197,817
Plant replacement reserve	1,453,887	15,957	0	780,000	0	(1,096,000)	0	1,153,844	1,453,887
Property development reserve	4,945,740	34,197	0	347,000	0	(3,324,343)	0	2,002,594	4,945,740
RTIO partnership reserve	7,798,022	59,439	0	0	0	(4,289,180)	0	3,568,281	7,798,022
Tom Price administration building reserve	6,116,890	50,409	0	0	0	(2,900,000)	0	3,267,299	6,116,890
Unspent grant and contribution reserves	1,521,460	0	135	2,487	0	(1,148,523)	0	375,424	1,521,595
Waste services reserve	3,052,514	22,408	0	0	0	(594,983)	0	2,479,939	3,052,514
COVID-19 Relief & Stimulus	0	1,669	0	0	0	0	0	1,669	0
	55,970,608	420,001	135	1,129,487	0	(23,413,813)	0	34,106,283	55,970,743

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES**

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 30 November 2020
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements					
- operating	12	4,083,109	0	0	4,083,109
Total unspent grants, contributions and reimbursements		4,083,109	0	0	4,083,109
Provisions					
Annual leave		1,020,302	0	0	1,020,302
Long service leave		682,772	0	0	682,772
Total Provisions		1,703,074	0	0	1,703,074
Total other current assets		5,786,183	0	0	5,786,183

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee benefits

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until the Shire satisfies its obligations under the agreement.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**NOTE 15
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2020-21 year is \$40,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Governance	270,971	54.56%	▲	Creditcard fees higher than budget, to be adjusted at budget review
Health	70,021	56.04%	▲	Various Fees Revenue received earlier than budgeted & adjustment of Budget Profiles required.
Education and welfare	(534,505)	(50.13%)	▼	Timing of RTIO Contributions towards Tom Price Child Care.
Housing	(147,710)	(73.93%)	▼	Internal Housing reallocation not currently up to date being processed in January 2021.
Community amenities	(317,476)	(12.29%)	▼	Timing of various Grants & Contributions.
Recreation and culture	(91,111)	(10.88%)	▼	Timing of various Grants & Contributions.
Transport	(720,829)	(40.77%)	▼	Timing of roads funding & various Airport Fees & Charges.
Economic services	333,627	30.93%	▲	Budget Profile adjustment required for Swimming Pool Levies in July 2020, as well as Ocean View Caravan Park.
Other property and services	(41,713)	(52.71%)	▼	No Paid Parental Leave reimbursement received
Expenditure from operating activities				
Governance	(1,689,521)	(51.79%)	▼	Budget Profile adjustment & Chart of Account Maintenance required following, Organisation re-structuring, will adjust as prt of Budget Review.
Law, order and public safety	402,252	60.15%	▲	Budget Profile and timing of expenditure.
Housing	(277,183)	(45.02%)	▼	Variance due to credits received from Sodexo for COVID-19 relief and majority of Housing Budget to be expended in second half of Financial Year.
Community amenities	1,259,374	33.55%	▲	Budget Profile adjustment & Chart of Account Maintenance required following, Organisation re-structuring, will adjust as prt of Budget Review.
Recreation and culture	1,454,467	27.19%	▲	Timing of activities funded by RTIO & Chevron; and Depreciation will not be charged until the completion of the 2019-20 year-end and audit.
Transport	1,169,070	18.21%	▲	Timing of the Rural Road Maintenance & DFES Flood Damage Works as well as some activities at Onslow Airport e.g. Passenger Screening. Depreciation will not be charged until the completion of the 2019-20 year-end and audit.
Economic services	116,106	10.18%	▲	Depreciation will not be charged until the completion of the 2019-20 year-end and audit.
Other property and services	585,219	52.13%	▲	Timing and budget profiles and Plant Allocations not being run year to date.
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	(3,848,000)	(57.05%)	▼	Timing of various Grants & Contributions.
Proceeds from disposal of assets	(511,142)	(85.19%)	▼	Timing of Plant Replacement Program, Plant mostly replaced in final quarter.
Payments for property, plant and equipment and infrastructure	7,927,776	40.72%	▲	Timing of Plant Replacement Program, Plant mostly replaced in final quarter.

SHIRE OF ASHBURTON

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 December 2020

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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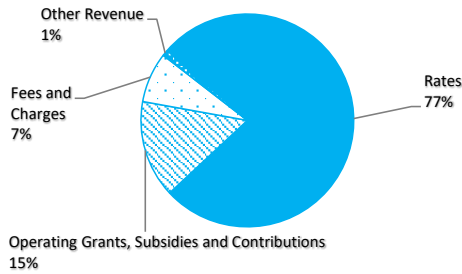
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MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2020

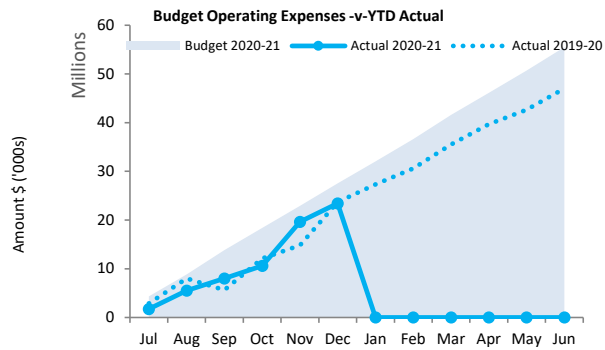
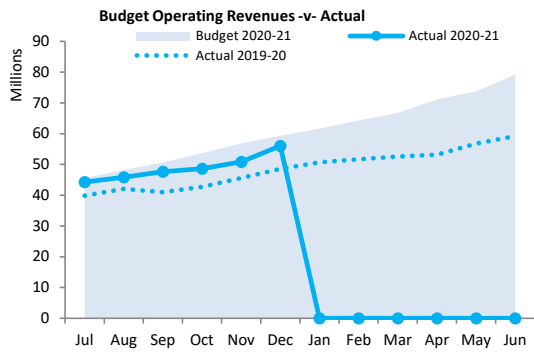
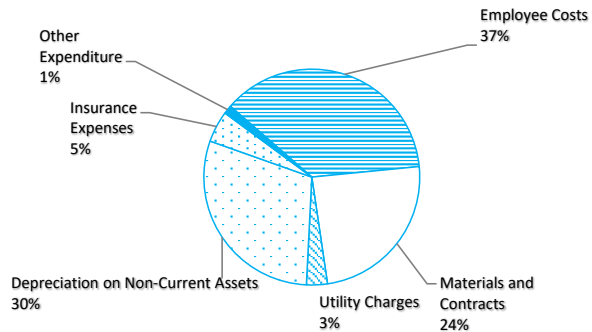
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OPERATING ACTIVITIES

OPERATING REVENUE

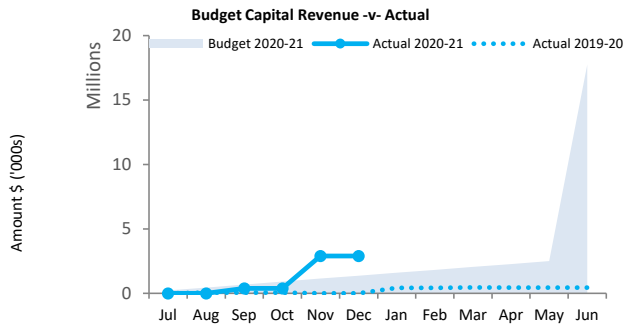


OPERATING EXPENSES

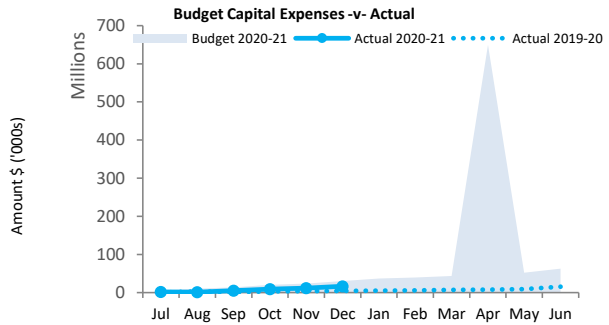


INVESTING ACTIVITIES

CAPITAL REVENUE



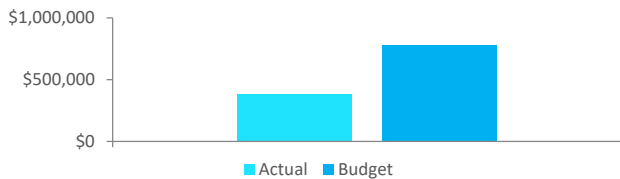
CAPITAL EXPENSES



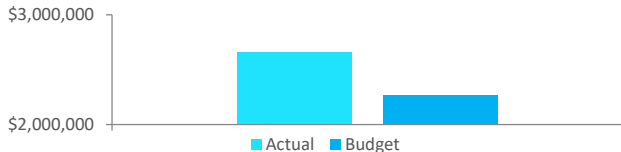
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BORROWINGS

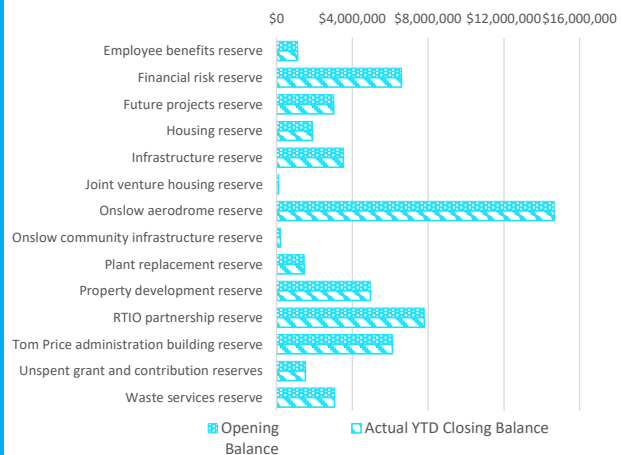
Principal Repayments



Principal Outstanding



RESERVES



MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2020

EXECUTIVE SUMMARY

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$8.88 M	\$8.88 M	\$13.28 M	\$4.40 M
Closing	\$8.80 M	\$22.07 M	\$38.82 M	\$16.75 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$83.49 M	% of total
Unrestricted Cash	\$27.52 M	33.0%
Restricted Cash	\$55.97 M	67.0%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$1.39 M	% Outstanding
Trade Payables	\$0.09 M	
Over 30 Days		19.4%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$6.03 M	% Collected
Rates Receivable	\$1.54 M	96.2%
Trade Receivable	\$6.03 M	
Over 30 Days		16.8%
Over 90 Days		12.7%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$21.27 M	\$31.13 M	\$39.53 M	\$8.40 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$42.65 M	% Variance
YTD Budget	\$42.14 M	1.2%

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions		
YTD Actual	\$7.68 M	% Variance
YTD Budget	\$5.35 M	43.6%

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$4.25 M	% Variance
YTD Budget	\$3.73 M	13.9%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$42.43 M)	(\$17.55 M)	(\$13.60 M)	\$3.95 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.09 M	%
Amended Budget	\$0.60 M	14.8%

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$16.59 M	% Spent
Amended Budget	\$67.49 M	24.6%

Refer to Note 8 - Capital Acquisition

Capital Grants		
YTD Actual	\$2.90 M	% Received
Amended Budget	\$24.46 M	11.8%

Refer to Note 8 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$21.08 M	(\$0.39 M)	(\$0.39 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.39 M
Interest expense	\$0.06 M
Principal due	\$2.66 M

Refer to Note 9 - Borrowings

Reserves	
Reserves balance	\$55.97 M
Interest earned	\$0.00 M

Refer to Note 10 - Cash Reserves

KEY TERMS AND DESCRIPTIONS**FOR THE PERIOD ENDED 31 DECEMBER 2020****NATURE OR TYPE DESCRIPTIONS****REVENUE****RATES**

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EXPENSES**EMPLOYEE COSTS**

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020**

BY NATURE OR TYPE

	Ref Note	Amended Budget \$	YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a) \$	Var. % (b)-(a)/(a) %	Var.
Opening funding surplus / (deficit)	1(c)	8,881,405	8,881,405	13,278,619	4,397,214	49.51%	▲
Revenue from operating activities							
Rates	6	42,138,000	42,143,667	42,651,909	508,242	1.21%	
Operating grants, subsidies and contributions	12	4,983,547	5,850,245	8,227,288	2,377,043	40.63%	▲
Fees and charges		6,363,755	3,728,742	4,247,830	519,088	13.92%	▲
Service charges		180,300	90,114	172,428	82,314	91.34%	▲
Interest earnings		738,000	368,850	224,253	(144,597)	(39.20%)	▼
Other revenue		768,379	384,024	503,937	119,913	31.23%	▲
Profit on disposal of assets	7	29,000	14,496	10,200	(4,296)	(29.64%)	
		55,200,981	52,580,138	56,037,845	3,457,707		
Expenditure from operating activities							
Employee costs		(20,534,006)	(10,024,184)	(8,661,927)	1,362,257	13.59%	▲
Materials and contracts		(17,893,443)	(8,661,554)	(5,665,037)	2,996,517	34.60%	▲
Utility charges		(1,649,915)	(824,951)	(733,437)	91,514	11.09%	▲
Depreciation on non-current assets		(12,020,137)	(6,007,662)	(6,923,771)	(916,109)	(15.25%)	▼
Interest expenses		(105,600)	(57,200)	(42,318)	14,882	26.02%	
Insurance expenses		(1,257,405)	(628,482)	(1,097,403)	(468,921)	(74.61%)	▼
Other expenditure		(1,273,845)	(599,239)	(298,636)	300,603	50.16%	▲
Loss on disposal of assets	7	(201,000)	(100,458)	(3,117)	97,341	96.90%	▲
		(54,935,351)	(26,903,730)	(23,425,646)	3,478,084		
Non-cash amounts excluded from operating activities	1(a)	12,199,498	6,095,464	6,916,688	821,224	13.47%	▲
Amount attributable to operating activities		12,465,128	31,771,872	39,528,887	7,757,015		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	24,460,994	7,725,879	2,896,970	(4,828,909)	(62.50%)	▼
Proceeds from disposal of assets	7	600,000	600,000	88,858	(511,142)	(85.19%)	▼
Payments for property, plant and equipment and infrastructure	8	(67,491,890)	(25,878,408)	(16,588,419)	9,289,989	35.90%	▲
Amount attributable to investing activities		(42,430,896)	(17,552,529)	(13,602,591)	3,949,938		
Financing Activities							
Transfer from reserves	10	23,413,813	0	0	0	0.00%	
Repayment of debentures	9	(779,962)	(389,981)	(385,485)	4,496	1.15%	
Transfer to reserves	10	(1,549,488)	0	(211)	(211)	0.00%	
Amount attributable to financing activities		21,084,363	(389,981)	(385,696)	4,285		
Closing funding surplus / (deficit)	1(c)	0	22,710,767	38,819,219	16,108,452		

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

Refer to Note 15 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2020**

BASIS OF PREPARATION

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 January 2021

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 14 to these financial statements.

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020**

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	(29,000)	(14,496)	(10,200)
Less: Movement in liabilities associated with restricted cash		7,361	1,840	0
Add: Loss on asset disposals	7	201,000	100,458	3,117
Add: Depreciation on assets		12,020,137	6,007,662	6,923,771
Total non-cash items excluded from operating activities		12,199,498	6,095,464	6,916,688

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2020	This Time Last Year 31 December 2019	Year to Date 31 December 2020
Adjustments to net current assets				
Less: Reserves - restricted cash	10	(55,970,608)	(48,395,622)	(55,970,819)
Add: Borrowings	9	779,807	0	394,321
Add: Provisions - employee		1,703,074	1,536,357	1,703,074
Add: User defined		9,054,794	0	9,054,794
Total adjustments to net current assets		(44,432,933)	(46,859,265)	(44,818,630)

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2	69,882,380	84,180,077	83,492,118
Rates receivables	3	(1,908,323)	1,964,740	1,539,077
Receivables	3	3,597,335	2,482,982	6,033,394
Other current assets	4	145,831	741,117	144,022
Less: Current liabilities				
Payables	5	(7,439,681)	(1,170,923)	(1,390,258)
Borrowings	9	(779,807)	(776,294)	(394,321)
Contract liabilities	11	(4,083,109)	0	(4,083,109)
Provisions	11	(1,703,074)	(1,824,804)	(1,703,074)
Less: Total adjustments to net current assets	1(b)	(44,432,933)	(46,859,265)	(44,818,630)
Closing funding surplus / (deficit)		13,278,619	38,737,630	38,819,219

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$				
Cash on hand								
WBC	Cash and cash equivalents	7,844,382	0	7,844,382	0	Westpac	0.00%	On-call
Notice Saver/WBC	Cash and cash equivalents	19,653,206	0	19,653,206	0	Westpac	0.90%	Ongoing
CBA	Cash and cash equivalents	17,711	0	17,711	0	CBA	0.00%	On-call
Cash on Hand	Cash and cash equivalents	6,000	0	6,000	0			Ongoing
Notice Saver	Cash and cash equivalents	0	22,774,678	22,774,678	0	Westpac	0.90%	Ongoing
Term Deposits	Cash and cash equivalents	0	13,000,000	13,000,000	0	CBA	0.64%	27/01/2021
Term Deposits	Cash and cash equivalents	0	13,000,000	13,000,000	0	NAB	0.79%	27/07/2021
WATC	Cash and cash equivalents	0	196,141	196,141	0	WA Treasury Corꝑ	0.20%	Ongoing
Trust	Cash and cash equivalents	0	0	0	251,943	Westpac	0.50%	Ongoing
Term Deposit	Cash and cash equivalents	0	7,000,000	7,000,000	0	Westpac	0.92%	27/04/2021
Total		27,521,299	55,970,819	83,492,118	251,943			
Comprising								
Cash and cash equivalents		27,521,299	55,970,819	83,492,118	251,943			
		27,521,299	55,970,819	83,492,118	251,943			

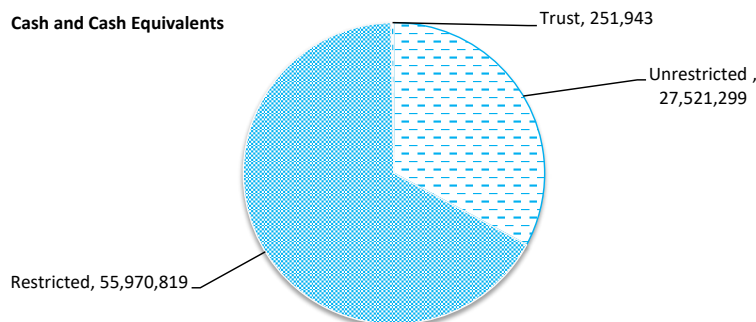
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020**

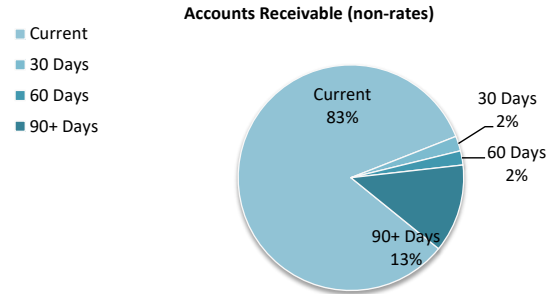
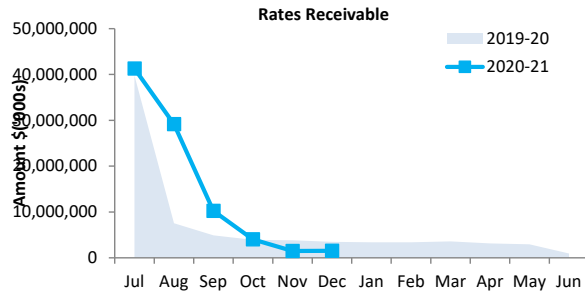
**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates receivable	30 Jun 2020	31 Dec 2020
	\$	\$
Opening arrears previous years	1,280,876	(1,908,323)
Levied this year	37,053,984	42,651,909
Less - collections to date	(40,243,183)	(39,204,509)
Equals current outstanding	(1,908,323)	1,539,077
Net rates collectable	(1,908,323)	1,539,077
% Collected	105%	96.2%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(22,381)	4,089,197	104,857	99,941	620,916	4,892,530
Percentage	(0.5%)	83.6%	2.1%	2%	12.7%	
Balance per trial balance						
Sundry receivable	(22,381)	4,089,197	104,857	99,942	620,915	4,892,530
GST receivable	0	591,846	0	0	0	591,846
Allowance for impairment of receivables	0	(392,099)	0	0	0	(392,099)
Accrued income	0	941,117	0	0	0	941,117
Total receivables general outstanding						6,033,394
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 31 December 2020
	\$	\$	\$	\$
Inventory				
Fuel and materials	7,619	0	(1,809)	5,810
Tourist Bureau stock	138,212	0	0	138,212
Total other current assets	145,831	0	(1,809)	144,022

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020**

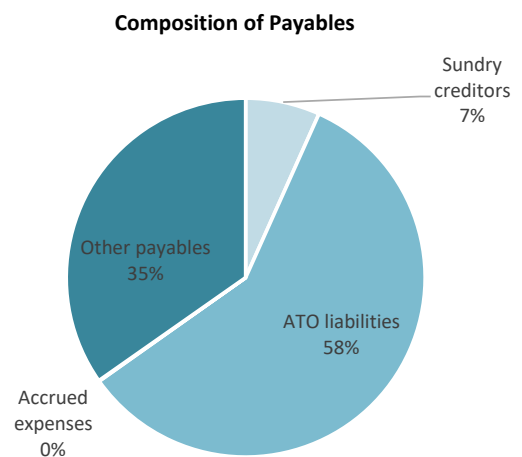
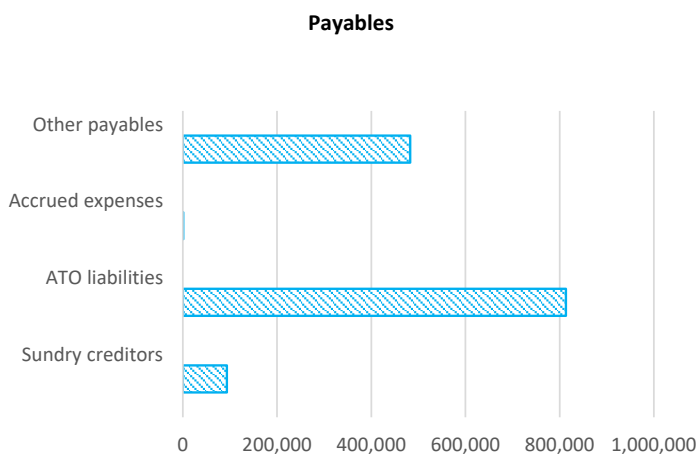
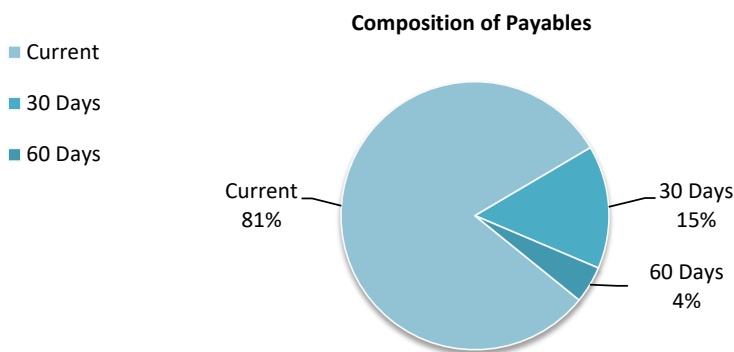
**OPERATING ACTIVITIES
NOTE 5
Payables**

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	75,194	13,848	4,147	0	93,189
Percentage	0%	80.7%	14.9%	4.5%	0%	
Balance per trial balance						
Sundry creditors	0	75,194	13,848	4,147	0	93,189
ATO liabilities	0	813,261	0	0	0	813,261
Accrued expenses	0	873	0	0	0	873
Other payables	0	482,935	0	0	0	482,935
Total payables general outstanding						1,390,258

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



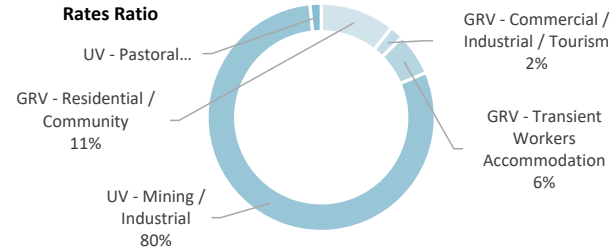
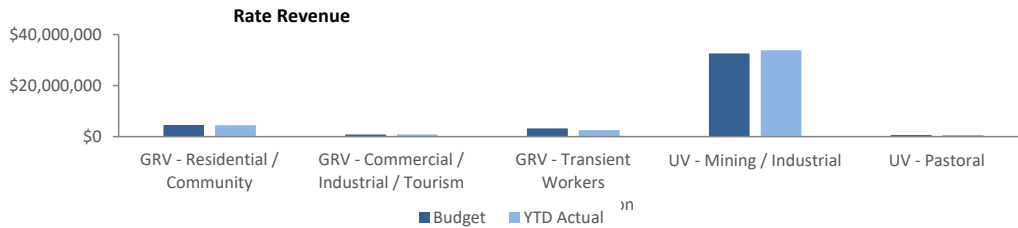
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
GRV - Residential / Community	0.102364	2,405	44,720,943	4,485,713	25,000	24,675	4,535,388	4,483,983	0	0	4,483,983
GRV - Commercial / Industrial / Tourism	0.065926	119	13,420,232	846,724	20,000	0	866,724	846,724	(1,263)	(1,263)	844,198
GRV - Transient Workers Accommodation	0.131845	22	19,315,400	3,169,601	50,000	0	3,219,601	2,546,634	0	0	2,546,634
Unimproved value											
UV - Mining / Industrial	0.369571	602	91,751,866	32,675,239	(100,000)	10,000	32,585,239	33,701,077	286,389	(171,060)	33,816,406
UV - Pastoral	0.062196	33	10,799,964	667,572	0	0	667,572	667,572	0	0	667,572
Sub-Total		3,181	180,008,405	41,844,849	(5,000)	34,675	41,874,524	42,245,990	285,126	(172,323)	42,358,793
Minimum payment	Minimum \$										
Gross rental value											
GRV - Residential / Community	1,010	187	971,380	188,870	0	0	188,870	188,870	0	0	188,870
GRV - Commercial / Industrial / Tourism	1,263	67	386,215	84,588	0	0	84,588	84,588	0	0	84,588
GRV - Transient Workers Accommodation	1,263	2	20	2,525	0	0	2,525	2,525	0	0	2,525
Unimproved value											
UV - Mining / Industrial	1,263	420	430,965	564,338	0	0	564,338	530,250	0	0	530,250
UV - Pastoral	1,263	8	61,343	10,100	0	0	10,100	10,100	0	0	10,100
Sub-total		684	1,849,923	850,421	0	0	850,421	816,333	0	0	816,333
Concession							(586,945)				(523,217)
Total general rates							42,138,000				42,651,909

KEY INFORMATION

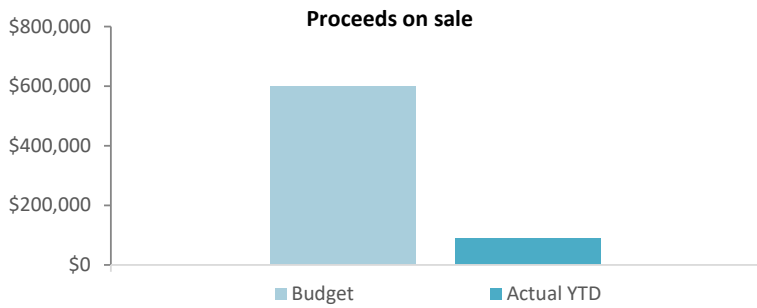
Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Transport								
	Plant Replacement Program.	772,000	600,000	0	(172,000)	81,775	88,858	7,083	0
		772,000	600,000	0	(172,000)	81,775	88,858	7,083	0



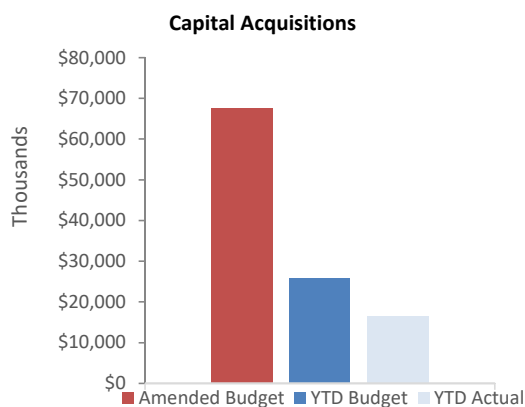
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land	3,310,000	2,302,000	1,304,803	(997,197)
Land Held For Resale - Current	214,343	7,170	10,215	3,045
Buildings	25,340,445	4,547,706	1,367,391	(3,180,315)
Furniture & Equipment	670,000	250,057	74,490	(175,567)
Plant & Equipment	3,043,967	1,509,941	944,176	(565,765)
Infrastructure Assets - Roads	7,411,599	2,894,143	1,497,605	(1,396,538)
Infrastructure Assets - Footpaths	2,264,412	1,125,912	2,243,608	1,117,696
Infrastructure Assets - Drainage	750,000	239,904	8,838	(231,066)
Infrastructure Assets - Airports	4,486,219	2,249,960	155,648	(2,094,312)
Infrastructure - Parks & Recreation	5,690,360	1,853,455	646,319	(1,207,136)
Infrastructure - Town	815,361	67,472	125,359	57,887
Infrastructure - Waste	13,495,184	8,830,688	8,209,967	(620,721)
Payments for Capital Acquisitions	67,491,890	25,878,408	16,588,419	(9,289,989)
Total Capital Acquisitions	67,491,890	25,878,408	16,588,419	(9,289,989)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	24,460,994	7,725,879	2,896,970	(4,828,909)
Other (disposals & C/Fwd)	600,000	600,000	88,858	(511,142)
Cash backed reserves				
Financial risk reserve	247,500	0	0	0
Future projects reserve	887,820	0	0	0
Housing reserve	1,187,000	0	0	0
Infrastructure reserve	2,227,000	0	0	0
Joint venture housing reserve	100,000	0	0	0
Onslow aerodrome reserve	5,411,464	0	0	0
Plant replacement reserve	1,096,000	0	0	0
Property development reserve	3,324,343	0	0	0
RTIO partnership reserve	4,289,180	0	0	0
Tom Price administration building reserve	2,900,000	0	0	0
Unspent grant and contribution reserves	1,148,523	0	0	0
Waste services reserve	594,983	0	0	0
Contribution - operations	19,017,083	17,552,529	13,602,591	(3,949,938)
Capital funding total	67,491,890	25,878,408	16,588,419	(9,289,989)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)

Account Description		Current Budget	Year to Date Budget	Year to Date Actual	Variance (Under)/Over
Land					
Asset New					
140043	Land Purchase (Onslow)	3,310,000	2,302,000	1,304,803	(997,197)
Land Total		3,310,000	2,302,000	1,304,803	(997,197)
Buildings					
Asset Renewal					
040369	CAP - Bldg Prog/Admin Onslow	70,000	70,000	3,595	(66,405)
041105	Capital Projects - Minor Works (Budget Only A/C)	63,276	31,638	3,779	(27,859)
092268	CAP - Bldg Prog/Senior Citizen Units	50,000	24,990	50,081	25,091
092269	Cap - Bldg Prog Carinya Unts	50,000	24,990	49,693	24,703
097803	CAP - Bldg Prog/Staff Housing- Refurbishments & Improv	1,129,220	564,384	19,709	(544,675)
110365	Asset Renewal Onslow MPC	17,014	17,014	11,153	(5,861)
113258	Karingal Roof Renewal	350,000	174,930	3,795	(171,135)
127387	Asset Renewal Depots Land & Buildings GEN	14,750	0	0	0
AB2005	Onslow Goods Shed Museum Asset Management (Comp)	178,000	89,000	2,450	(86,550)
AB2006	Onslow - Gym / Childcare Facilities Renewal	2,500,000	242,800	111,616	(131,184)
Asset New					
050006	Tom Price - Emergency Services Co-located Facility	4,069,570	2,033,970	28,800	(2,005,170)
080301	Tom Price Child Care Project	6,750,000	43,390	43,390	0
097800	Asset New Housing Land & Buildings	600,000	0	497,217	497,217
113236	Paraburdoo Community Chubb	10,000	10,000	9,610	(390)
127380	Asset New Depots Land & Buildings	0	0	6,406	6,406
AB2009	Tom Price Staff Administration Building & Council Chaml	3,000,000	50,000	18,458	(31,542)
AE2002	Horizon Power Solar Program	0	0	5,398	5,398
113234	Asset New Other Rec Land & Buildings	100,000	50,000	0	(50,000)
Asset Expansion/Upgrade					
114631	Old Onslow Town Conservation	218,615	109,306	0	(109,306)
134257	Onslow Ocean View Caravan Upgrade	3,600,000	176,610	144,261	(32,349)
134260	Onslow Sun Chalets - Upgrade	1,000,000	49,998	16,083	(33,915)
AB2013	Tom Price - Tennis Club Refurbishment of Playing Surfac	1,570,000	784,686	341,897	(442,789)
Buildings Total		25,340,445	4,547,706	1,367,391	(3,180,315)
Furniture & Equipment					
Asset Renewal					
040466	Asset Renewal Information Technology FURNITURE & EC	300,000	149,940	74,333	(75,607)
Asset New					
042465	Communication Equipment (Including Switches)	200,000	99,960	0	(99,960)
045985	Records Management System	170,000	157	157	0
Furniture & Equipment Total		670,000	250,057	74,490	(175,567)
Plant & Equipment					
Asset Renewal					
051685	Plant & Equipment Fire Prevention	35,000	17,496	11,114	(6,382)
124086	Plant and Equipment Various-Airport Capital GEN	150,000	74,970	98,600	23,630
AE2004	Plant Replacement Program LTFF	1,696,000	847,662	316,924	(530,738)
Asset New					
071274	Plant & Equipment Capital Expenditure	24,284	24,284	24,284	0
114633	Onslow Heritage Conservation	202,000	0	200,000	200,000
120018	Asset New Onslow Airport PLANT & EQUIPMENT	469,683	242,095	86,841	(155,254)
124960	Asset New- Plant & Equipment CAP Exp	165,000	82,464	163,650	81,186
124967	Emergency Water Tanks (Infrastructure)	40,000	19,992	0	(19,992)
AR2001	Shire Cyclone Warning Signs - Install New	42,000	20,994	7,106	(13,888)
Asset Expansion/Upgrade					
124959	Plant & Equipment (Enhancements & Expansion)	80,000	39,984	0	(39,984)

AP2001	Paraburdoo Score Board	140,000	140,000	35,658	(104,343)
Plant & Equipment Total		3,043,967	1,509,941	944,176	(565,765)
Infrastructure - Waste					
Asset New					
100082	Pilbara Regional Waste Management Facility (Onslow) -F	197,000	197,000	140,737	(56,263)
100083	Pilbara Regional Waste Management Facility (Onslow) - i	12,803,000	8,386,188	7,720,991	(665,197)
100087	Tom Price - Community Drop Off Area at Waste Facility S	135,000	67,476	0	(67,476)
AW2003	Paraburdoo - Waste Operations Building Install New	180,092	90,012	174,119	84,107
AW2004	Tom Price - Waste Operations Building - Install New	180,092	90,012	174,119	84,107
Infrastructure - Waste Total		13,495,184	8,830,688	8,209,967	(620,721)
Infrastructure - Parks & Recreation					
Asset Renewal					
113028	Anzac Memorial Site (Seawall Construction/Renewal)	500,000	250,000	0	(250,000)
113308	Asset Renewal (Infrastructure) Parks & Recreation Tom F	206,400	206,400	206,388	(12)
AP2006	Foreshore Protection - Upgrade Sand & Groyne Plus Sea	400,000	0	0	0
AP2013	Tom Price- Diamond Club Softball - Renewal of Oval Ligh	271,500	271,500	33,600	(237,900)
AP2020	Tom Price Diamond Kitchen Refurb	20,491	10,248	19,805	9,557
Asset New					
112735	Asset New Swimming Pool	50,000	50,000	0	(50,000)
112746	Asset New Parks Infrastruct Parks	950,000	474,810	2,450	(472,360)
AP2014	Tom Price- Diamond Club Softball - Storage Facility Insta	52,789	52,789	61,962	9,173
AP2016	Tom Price- Minna Oval New Shed & Bollards Installation	50,000	50,000	0	(50,000)
AP2017	Tom Price - Minna Oval New Lighting	418,500	250,000	0	(250,000)
Asset Expansion/Upgrade					
112749	Asset Expansion Parks Infrastruct Parks	270,079	0	0	0
AP2007	Onslow Marina Upgrade	1,500,000	0	0	0
AP2009	Paraburdoo New Softball Field/Soccer & Rugby Pitches -	215,601	107,760	315,572	207,812
AP2012	Tom Price Clem Thompson Oval - BBQ Facilities & Playgr	55,000	0	0	0
AP2015	Tom Price- Diamond Club Softball - Upgrade of Playgrou	10,000	4,998	0	(4,998)
AP2018	Tom Price- Skate Park New Shade Structure Installation	250,000	124,950	6,543	(118,407)
110320	Infrastructure Parks Upgrade - Onslow	470,000	0	0	0
Infrastructure - Parks & Recreation Total		5,690,360	1,853,455	646,319	(1,207,136)
Infrastructure Assets - Airports					
Asset Renewal					
120055	Runway/pavement line marking	20,000	0	0	0
120058	Renewal Works/Airport Capital GEN	2,020,613	1,027,464	19,558	(1,007,906)
AA2002	Onslow Airport Runway Enrichment Seal	200,000	100,000	4,625	(95,375)
Asset New					
AA2003	Onslow Airport Taxiway Renewal for Bravo & Charlie	1,488,306	743,856	24,988	(718,868)
Asset Expansion/Upgrade					
120016	Asset Expansion/Upgrade Onslow Airport INFRASTRUCTU	370,000	184,990	93,525	(91,465)
AA2001	Onslow Aiport General Aviation Development- Fencing, '	387,300	193,650	12,952	(180,698)
Infrastructure Assets - Airports Total		4,486,219	2,249,960	155,648	(2,094,312)
Infrastructure Assets - Roads					
Asset Renewal					
124460	Works Prog/Road Construct	408,000	204,000	0	(204,000)
124461	Asset Renewal Roads INFRASTRUCTURE ASSETS - ROADS	759,310	379,506	0	(379,506)
124462	Rural Unsealed Road 20/21 Program	3,505,500	0	9,853	9,853
124463	Urban Roads Renewal - 2020/21 (2nd Yr LTFP)	1,017,521	1,017,521	1,017,521	(0)
124471	Cattle Grids Renewal (Various)	138,000	69,000	49,238	(19,762)
AR2006	Rural Unsealed Road 19/20 Program	607,622	607,622	390,174	(217,448)
AR2007	Safety Barriers Renewals - Shire Wide	53,000	26,490	0	(26,490)
AR2008	Significant Road Signs - Renewals	15,000	15,000	716	(14,284)
AR2010	Rural Sealed Roads(2019)	520,000	259,896	0	(259,896)
AR2011	General Signage Renewal (Shire Wide)	12,396	0	8,996	8,996
Asset New					
124441	Asset New Roads Infrastruct Roads	0	0	0	0
134855	Asset New- Tourism & Area Promotion- Eastern Sector	0	0	0	0

135010	Signage (Roads) - Onslow	65,000	32,484	0	(32,484)
AR2012	Tom Price - Central Rd Speed "Bumps" Construction	55,250	27,624	34,570	6,946
Asset Expansion/Upgrade					
124450	Asset Expansion Roads Infrstruct Roads	255,000	255,000	(13,463)	(268,463)
124451	RRG - Roebourne -Witternoom Road & Pannawonica Mil	0	0	0	0
Infrastructure Assets - Roads Total		7,411,599	2,894,143	1,497,605	(1,396,538)
Infrastructure Assets - Drainage					
Asset Renewal					
124470	Works Prog/Drainage Renewals	500,000	114,954	5,295	(109,659)
AD2001	Irrigation 19/20 Renewal Program (Shire Wide)	250,000	124,950	3,543	(121,407)
Infrastructure Assets - Drainage Total		750,000	239,904	8,838	(231,066)
Infrastructure Assets - Footpaths					
Asset Renewal					
AR2005	Kerb & Gutter Renewal Program 19/20	427,412	207,412	207,892	480
Asset New					
124531	Footpath Program New (Tom Price) 20/21	1,837,000	918,500	2,035,716	1,117,216
Infrastructure Assets - Footpaths Total		2,264,412	1,125,912	2,243,608	1,117,696
Infrastructure - Town					
Asset New					
130107	Asset New Town Infrastructure	125,000	62,472	111,609	49,137
Asset Expansion/Upgrade					
134854	Asset Expansion/Upgrade Tourism & Area Promotion Ea:	690,361	5,000	13,750	8,750
Infrastructure - Town Total		815,361	67,472	125,359	57,887
Land Held For Resale - Current					
Asset New					
140054	Subdivision Surveying & Plans	14,343	7,170	8,560	1,390
147318	Onslow Mixed Business Development - Services Installat	200,000	0	1,655	1,655
Land Held For Resale - Current Total		214,343	7,170	10,215	3,045
Grand Total		67,491,890	25,878,408	16,588,419	(9,289,989)

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	Principal	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2020	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance										
Onslow Administration Building Housing	124	644,752	0	0	22,100	44,600	622,652	600,152	10,671	21,000
Housing										
Staff Housing Plan	117	227,608	0	0	35,387	71,800	192,221	155,808	6,202	11,400
New Staff Housing Plan	121	321,162	0	0	158,220	321,162	162,942	0	9,587	14,500
Community amenities										
Onslow Transfer Station	122	1,722,023	0	0	160,603	323,700	1,561,420	1,398,323	26,519	50,600
Transport										
Onslow Aerodrome Upgrade	119	131,559	0	0	9,175	18,700	122,384	112,859	4,183	8,100
Total		3,047,104	0	0	385,485	779,962	2,661,619	2,267,142	57,162	105,600
Current borrowings		779,962					394,321			
Non-current borrowings		2,267,142					2,267,298			
		3,047,104					2,661,619			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020**

**OPERATING ACTIVITIES
NOTE 10
CASH RESERVES**

Cash backed reserve

Reserve name	Opening	Budget Interest	Actual Interest	Budget Transfers	Actual Transfers	Budget Transfers	Actual Transfers	Budget Closing	Actual YTD
	Balance	Earned	Earned	In (+)	In (+)	Out (-)	Out (-)	Balance	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Employee benefits reserve	1,105,498	7,361	0	0	0	0	0	1,112,859	1,105,498
Financial risk reserve	6,588,560	44,198	0	0	0	(247,500)	0	6,385,258	6,588,560
Future projects reserve	3,014,040	23,037	0	0	0	(887,820)	0	2,149,257	3,014,040
Housing reserve	1,895,016	14,592	0	0	0	(1,187,000)	0	722,608	1,895,016
Infrastructure reserve	3,527,615	26,983	0	0	0	(2,227,000)	0	1,327,598	3,527,615
Joint venture housing reserve	103,382	1,022	0	0	0	(100,000)	0	4,404	103,382
Onslow aerodrome reserve	14,650,167	117,412	0	0	0	(5,411,464)	0	9,356,115	14,650,167
Onslow community infrastructure reserve	197,817	1,317	0	0	0	0	0	199,134	197,817
Plant replacement reserve	1,453,887	15,957	0	780,000	0	(1,096,000)	0	1,153,844	1,453,887
Property development reserve	4,945,740	34,197	0	347,000	0	(3,324,343)	0	2,002,594	4,945,740
RTIO partnership reserve	7,798,022	59,439	0	0	0	(4,289,180)	0	3,568,281	7,798,022
Tom Price administration building reserve	6,116,890	50,409	0	0	0	(2,900,000)	0	3,267,299	6,116,890
Unspent grant and contribution reserves	1,521,460	0	211	2,487	0	(1,148,523)	0	375,424	1,521,671
Waste services reserve	3,052,514	22,408	0	0	0	(594,983)	0	2,479,939	3,052,514
COVID-19 Relief & Stimulus	0	1,669	0	0	0	0	0	1,669	0
	55,970,608	420,001	211	1,129,487	0	(23,413,813)	0	34,106,283	55,970,819

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020**

**OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES**

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 31 December 2020
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements					
- operating	12	4,083,109	0	0	4,083,109
Total unspent grants, contributions and reimbursements		4,083,109	0	0	4,083,109
Provisions					
Annual leave		1,020,302	0	0	1,020,302
Long service leave		682,772	0	0	682,772
Total Provisions		1,703,074	0	0	1,703,074
Total other current assets		5,786,183	0	0	5,786,183
Amounts shown above include GST (where applicable)					

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee benefits

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until Page 218 the Shire satisfies its obligations under the agreement.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020**

**NOTE 15
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.






The material variance adopted by Council for the 2020-21 year is \$40,000 or 10.00% whichever is the greater.


















Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Governance	255,311	50.06%	▲	Creditcard fees higher than budget, to be adjusted at budget review
General purpose funding - other	(141,350)	(11.84%)	▼	Interim rates higher than budget
Law, order and public safety	1,492,360	3114.14%	▲	Funding timing for TP Emergency Services Precinct.
Health	77,468	51.67%	▲	Various Fees Revenue received earlier than budgeted & adjustment of Budget Profiles required.
Education and welfare	877,889	68.61%	▲	Timing of RTIO Contributions towards Tom Price Child Care.
Housing	(152,773)	(63.72%)	▼	Internal Housing reallocation not currently up to date being processed in January 2021.
Community amenities	1,259,291	44.57%	▲	Timing of various Grants & Contributions.
Recreation and culture	(318,051)	(33.25%)	▼	Timing of various Grants & Contributions.
Transport	(741,763)	(35.91%)	▼	Timing of roads funding & various Airport Fees & Charges.
Economic services	281,368	23.56%	▲	Budget Profile adjustment required for Swimming Pool Levies in July 2020, as well as Ocean View Caravan Park.
Other property and services	(56,638)	(59.64%)	▼	No Paid Parental Leave reimbursement received
Expenditure from operating activities				
Governance	(1,162,980)	(29.62%)	▼	Budget Profile adjustment & Chart of Account Maintenance required following, Organisation re-structuring e.g. Salaries Accounts & Admin-Allocations.
Law, order and public safety	396,158	49.42%	▲	Budget Profile and timing of expenditure.
Housing	(428,565)	(56.89%)	▼	Variance due to credits received from Sodexo for COVID-19 relief and majority of Housing Budget to be expended in second half of Financial Year.
Community amenities	1,424,082	31.47%	▲	Budget Profile adjustment & Chart of Account Maintenance required following, Organisation re-structuring, will adjust as prt of Budget Review.
Recreation and culture	1,689,774	26.22%	▲	Timing of activities funded by RTIO & Chevron.
Transport	1,380,286	17.20%	▲	Timing of the Rural Road Maintenance & DFES Flood Damage Works as well as some activities at Onslow Airport e.g. Passenger Screening.
Other property and services	762,821	56.69%	▲	Timing and budget profiles (Depreciation, Allocations etc.)
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	(4,828,909)	(62.50%)	▼	Timing of various Grants & Contributions.
Proceeds from disposal of assets	(511,142)	(85.19%)	▼	Timing of Plant Replacement Program, Plant mostly replaced in final quarter.
Payments for property, plant and equipment and infrastructure	9,289,989	35.90%	▲	Timing of Plant Replacement Program, Plant mostly replaced in final quarter.

SHIRE OF ASHBURTON

2020/21 CAPITAL EXPENDITURE PROGRAM

for the period ending 31/01/2021






Project Progress	
	Ceased / removed from budget - 5.00
	Complete - 4.00
	On Track - 3.00
	Off Track - 2.00
	In Trouble - 1.00













Project Officer	Project Title	Current Budget	YTD Actual	PO Balance	YTD Actual PLUS PO	Code	Comments
Megan Walsh	Mixed Business Dev. Services Installation - New	200,000	16,495	0	16,495		Lot 9500 McAullay EOI. No interest received, project on hold. Move to airport for 20/21.
Megan Walsh	Onslow Airport - Cyclone Proofing Doors - Upgrade	50,000	5,655	0	5,655		16/12/20 - Completed.
Megan Walsh	Onslow Airport - Emergency Access Road Sealed next to Rotary Wing Hangar - Renewal	35,000	0	0	0		On hold. Pending further investigation.
Megan Walsh	Onslow Airport - General Aviation Development - Upgrade	387,300	13,960	8,475	22,435		Site Clearing & Clean up completed. RFQ for Services connection awarded, works to commence late Jan. RFQ for reconstruction of gravel surface to allow aircraft access to be released late Jan 21 RFT for the installation of fencing to incorporate the two hangers back into airside to be released late Jan21
Megan Walsh	Onslow Airport - Kiosk Fit Out - New	14,683	9,271	120	9,390		Completed.
Megan Walsh	Onslow Airport - Material Handling and Lifting Equipment - New	150,000	98,600	0	98,600		Completed.
Megan Walsh	Onslow Airport - Runway Enrichment Seal - Renewal	200,000	4,625	12,091	16,716		Works incorporate into RFT 16.20 - Airside Civil Works Package. RFT closed 17/11 -Contract awarded to NTC Contracting. Programing works. Anticipate commencement late Feb 21
Megan Walsh	Onslow Airport - Scour Protection & Remediation Works - Renewal	1,725,613	22,225	26,047	48,272		Works incorporate into RFT 16.20 - Airside Civil Works Package. RFT closed 17/11 -Contract awarded to NTC Contracting. Programing works. Anticipate commencement late Feb 21
Megan Walsh	Onslow Airport- Screening Equipment - New	455,000	77,571	309,176	386,747		Delivery of screening equipment delayed due to COVID. Latest advised arrival date 25/01/21. Installation, commissioning and training due to commence mid March 21
Megan Walsh	Onslow Airport - Solar Farm 150KW - Expansion	320,000	87,870	51,348	139,218		All hardware and equipment installed System is experiencing stabilising issues & currently on & off online, HP currently working on the issue. RFQ for fencing around the new infrastructure to be released end of Jan 21
Megan Walsh	Onslow Airport - Taxiway Delta Reseal - Renewal	260,000	0	9,364	9,364		Works incorporate into RFT 16.20 - Airside Civil Works Package. RFT closed 17/11 -Contract awarded to NTC Contracting. Programing works. Anticipate commencement late Feb 21
Megan Walsh	Onslow Airport - Taxiway Renewal for Bravo & Charlie	1,488,306	27,655	16,982	44,638		Works incorporate into RFT 16.20 - Airside Civil Works Package. RFT closed 17/11 -Contract awarded to NTC Contracting. Programing works. Anticipate commencement late Feb 21
Megan Walsh	Onslow Airport- Runway Line Marking - Renewal	20,000	0	0	0		Works incorporate into RFT 16.20 - Airside Civil Works Package. RFT closed 17/11 -Contract awarded to NTC Contracting. Programing works. Anticipate commencement late Feb 21.
Kenn Donohoe	Onslow Heritage Conservation	202,000	200,000	0	200,000		Completed OCM December 2020 handover cheque
	TOTAL OFFICE OF CEO	5,507,902	563,926	433,603	997,529		
Adam Majid	Pannawonica - Projects to be Identified (Not fixed infrastructure)	82,000	82,000	0	82,000		Completed, cheque sent to Pannawonica sports club.
	TOTAL COMMUNITY DEVELOPMENT COSTS	82,000	82,000	0	82,000		
Al Lind	ICT CCTV and Security Lighting Program for Town sites - Renewal	0	0	0	0		Funding application unsuccessful. Potential for project to proceed in 2020/21 under regulation no.54 (service charge).
Al Lind	ICT Hardware - Renewal (Servers & Migration Project Services) - Renewal	300,000	78,968	54,545	133,513		Fourier to advise quantity and capabilities of new server hardware. Migration of Shire data to Perth servers complete. RFQ has closed and evaluation has been done - awarded 02/10/2020. Equip ordered, will be implementing. Servers delivered and are currently having initial setup done. Some Migration from old servers to new has been done and will continue in the new year with help from Fourier. No definite completion date at this time but still on track. Some further costs of approx. \$25,000 still to be allocated. Have started the transition of Shire email from on premise to cloud. Hoping to have that complete in February. Probable available funds for budget review \$150,000

SHIRE OF ASHBURTON

2020/21 CAPITAL EXPENDITURE PROGRAM

for the period ending 31/01/2021






Project Progress	
	Ceased / removed from budget - 5.00
	Complete - 4.00
	On Track - 3.00
	Off Track - 2.00
	In Trouble - 1.00























Project Officer	Project Title	Current Budget	YTD Actual	PO Balance	YTD Actual PLUS PO	Code	Comments
Al Lind	ICT Hardware - New (Communication Equipment) - New	200,000	0	117,035	117,035		Determined speed of connections and preferred make of switches. RFQ released 30/09/2020 with a closing date of 16/10/2020. RFQs closed and are currently being evaluated. Raft's evaluated and PO completed. Hardware is being ordered. Hardware has been ordered and hoping for delivery at the start of the new year. The equipment will then be rolled out gradually across the Shire sites. Still to cost some upgrades to Wireless equipment. Waiting on equipment delivery. Also waiting on final quote for Wireless Equipment upgrades. Probable available funds for budget review \$50,000
Janelle Fell	Old Onslow Conservation & Tourism Activation - Upgrade	218,615	0	0	0		This is a continuation from 18/19 with Project Implementation Plan 2 (Cemetery Conservation Works progressing). BTAC to hold 2017/18 and 2018/19 AGM and appoint a relevant Officer prior to providing requested letter of support. Timeframe unknown. JTSI advised of current position. 2/9/20 Manager Land / Assets following up. 21/10 Engaged with Chevron to help us get the approval from Thalanyji. Quarter 3 update will come from BTAC in relation to this project.
Janelle Fell	Land Purchase (Onslow) GEN	3,310,000	1,304,803	0	1,304,803		Completed. Awaiting settlement time period.
Danielle Hurstfield	Records Management System	170,000	157	180	337		RFQ for electronic Records & Customer Service system completed with quotes exceeding the tender threshold - finalised 8/12/20. RFQ for electronic Records only system to be advertised by 1/2/2021 Scanning of Wittenoom files continues with cataloguing of other files to occur to identify any further Wittenoom files Project to be finished Q4
Janelle Fell	Tom Price - Residential Land Development Subdivision and Survey - New	14,343	8,560	7,253	15,813		Conditional subdivision approval received from WAPC. Council consideration of Lots 400 and 46 requested at October'19 OCM. Further one lot subdivision progressing with Veris appointed to survey and lodge application. TPCCC & DFES. Veris to survey and peg both site in coming weeks. Awaiting quote to prepare DP for New Titles for DFES site prior to lodging for New Titles for TPCCC & DFES & Balance Lot.
TOTAL CORPORATE SERVICES COSTS		4,212,958	1,392,489	179,013	1,571,501		
Chantelle McGurk	Aged Care Units (Carinya and Seniors) - Upgrade	100,000	99,774	0	99,774		Car ports completed in-situ.
Chantelle McGurk	Onslow - MPC - Water Tank Installation - Renewal	17,014	11,153	188	11,341		Completed.
Chantelle McGurk	Onslow - Admin Building - Balustrade and Hand Rail - New	70,000	3,595	3,697	7,292		09/12/2020 - RFQ 40.20 Onslow Shire Complex Access Improvement released on 25/11/2020, closing 11/12/2020. RFQ closed, 2 submissions received, revise budget allocation at Budget Review.
Chantelle McGurk	Onslow - Goods Shed Building Structure for Compliance - Renewal	178,000	2,450	4,835	7,285		RFQ to be completed by Dec 2020. RFQ now advertised closes Jan 2021
Chantelle McGurk	Onslow - Gym / Childcare Facilities - Renewal	2,500,000	155,211	2,091,303	2,246,514		09/12/2020 Construction has commenced, estimated completion April 2021. One Tree Childcare Services licenced approved 8/12/2020 for temp childcare centre at RM Forrest Hall. 12/01/2021 Construction ongoing. Completion eta April 2021.
Chantelle McGurk	Onslow - Marina Design and Planning - Upgrade	1,500,000	0	0	0		This Project is in collaboration with the Ministry of Transport, lease has been issued Council has endorsed lease. Presentation to community 10/08/2020 no questions raised, DoT advised RFT out, closes 22/09/2020. Tender for design has been awarded via DoT, start up meeting with DoT and selected contractor is complete. Site visit tentatively scheduled for 02/11/2020. Project brief document has been drafted for approval by DoT and SoA, target date for signoff is 30/10/2020. 11/11/2020 Project Brief is complete. EPA approvals progressing. Heritage approvals with BTAC is being sourced via BTAC CEO. Design works 15% completed. 09/12/2020 Design works now at 85%, currently being reviewed by DoT. 12/01/2021 Req Boating Facility Scheme SOA was successful gaining \$50k grant from DoT towards detailed design of the Marina Precinct. Detailed design at 95% and currently under review by DoT and SOA.
Chantelle McGurk	Onslow - Ocean View Caravan Park - Upgrade	3,600,000	172,401	3,430,917	3,603,318		16/12/20 - RFT20.20 OVCP civil works awarded at OCM December 2020 to NTC Contracting, site works to begin in January. 12/01/2021 site works has commenced and ongoing, completion eta April 2021.
Chantelle McGurk	Onslow - Public Sculptures - New	125,000	111,609	13,014	124,623		Exemption to be sort from CEO for paparazzi dogs sculpture. 05/08/2020 Exemption received from CEO to proceed for purchase. Supplier to provide Shire install docs before PO is raised and issued. 26/08/2020 Delivery eta Jan 2021. 21/10/2020 Sculptures are now complete and ready for dispatch, installation being sources upon arrival. 11/11/2020 Sculptures in transit, install to be completed Munro Contracting Jan 2021. 12/01/2021 Requested update from supplier on transportation and delivery of sculptures.

SHIRE OF ASHBURTON

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for the period ending 31/01/2021






Project Progress	
	Ceased / removed from budget - 5.00
	Complete - 4.00
	On Track - 3.00
	Off Track - 2.00
	In Trouble - 1.00



















Project Officer	Project Title	Current Budget	YTD Actual	PO Balance	YTD Actual PLUS PO	Code	Comments
Chantelle McGurk	Onslow - Sun Chalets - Upgrade	1,000,000	16,083	11,170	27,253		Presentation of Concept Design at Sept OCM. 16/09/2020 MDC Global engaged for Services Investigation documentation - onsite 05/10/2020. 07/10/2020 Site inspection completed, confirmed electrical services will need to be upgraded as there is only 100amps at present. Application to be made to Horizon Power for upgrade and costing. Application to be made to Water Corp for sewer connection and costing to form master plan budget. 09/12/2020 Electrical engineer engaged for power upgrade and design now complete, seeking quote for works to be actioned. 16/12/20 Director DPP to discuss style and form of new signage with Manager Media and COAT. 12/01/2021 Ongoing.
	Onslow Water Spray Park Upgrade	470,000	0	0	0		New
Chantelle McGurk	Paraburdoo - CHUB Electronic Scoreboard and Oval Fencing - Upgrade	140,000	64,184	13,697	77,880		12/01/2021 scoreboard has arrived in Perth, install being coordinated by supplier and local contractor including permits, install early Feb 2021.
Chantelle McGurk	Paraburdoo - Karingal Roof - Renewal	350,000	264,315	0	264,315		Completed.
Chantelle McGurk	Paraburdoo - New Softball Field/Soccer Pitch/ Rugby Pitch - Upgrade Lighting	215,601	315,572	0	315,572		Completed August 2020.
M. Eastern Facilities	Paraburdoo - Peter Sutherland Oval Events Store room Shelving - New	10,000	9,610	0	9,610		Completed
Chantelle McGurk	Paraburdoo - Visitors Information Bay Red Dog Sculpture - Upgrade	153,600	16,014	37,365	53,379		12/01/2021 Purchase order issued to Smith Sculptures, works underway, install eta June 2021.
Chris Hurstfield	Shire Electronic Fire Danger Index Signs - Renewal	35,000	11,114	0	11,114		Footings installed in Tom Price on 2/11 - signs to be installed shortly. Paraburdoo works to follow. Signs now installed in both Tom Price and Paraburdoo - although concerns with location in Paraburdoo (under review). Signs in Paraburdoo to be relocated. 16/12/20 Director Infrastructure advises will be completed by 16/1/21
Chris Hurstfield	Shire Cyclone Warning Signs - Install New	42,000	7,331	1,268	8,599		Sign to be relocated 16/12/20 Director Infrastructure advises will be completed by 16/2/21
Robert Jehu	Sound Monitoring Equipment - New	24,284	24,284	0	24,284		Completed.
Chantelle McGurk	Asset New Housing Land & Buildings	600,000	497,217	0	497,217		Completed.
Chantelle McGurk	Staff Housing - Renewal	1,129,220	19,709	30,000	49,709		Completed
Chantelle McGurk	Tom Price Anzac Memorial Landscaping	116,479	0	0	0		New
Chantelle McGurk	Tom Price - Clem Thompson Pavilion BBQ Facilities and Playground - Upgrade	55,000	0	36,676	36,676		04/11/2020 contract awarded, completion end Jan 2021.
Chantelle McGurk	Tom Price - Diamond Club Softball Kitchen - Renewal	20,491	19,805	0	19,805		Completed.
Chantelle McGurk	Tom Price - Diamond Club Softball/Kitchen Facility - New	52,789	61,962	0	61,962		Completed.
Chantelle McGurk	Tom Price - Emergency Services Precinct - New	4,069,570	38,310	10,360	48,670		21/10/2020 RFQ for Architectural design documentation has been awarded and works has commenced. 11/11/2020 Architectural documentation received for review, QS engaged for costing estimates. 25/11/2020 RFT being prepared confirming end user feedback on final documentation. 09/12/2020 RFT to be executed by Tender Link late Dec/early Jan 2021. 12/01/2021 RFT on Tender link, closing 2nd Feb 2021.
Chantelle McGurk	Tom Price - Indoor Cricket Nets	100,000	0	0	0		16/12/20 Works awarded, 8 weeks lead time for products, due for completion 30 April 2021.
Kenn Donohoe	Tom Price - Minha Oval Install Bollards - New	50,000	0	45,922	45,922		02.12.2020 Completed, bollards installed.
Chantelle McGurk	Tom Price - Diamond Club Softball Oval Lighting - Renewal	271,500	33,600	189,266	222,866		04/11/2020 works have been awarded, commencement Jan 2021. 12/01/2021 Works commenced, due for completion April 2021
Chantelle McGurk	Tom Price - Diamond Club Softball Playground lighting - Upgrade	10,000	0	0	0		04/11/2020 works have been awarded, commencement Jan 2021. 12/01/2021 Works commenced, due for completion April 2021
Chantelle McGurk	Tom Price - Minha Oval Lighting - New	418,500	0	418,500	418,500		04/11/2020 works have been awarded, commencement Jan 2021. 09/12/2020 Electrical contractor mobilizing to site 09/12/2020, with trenching works to commence and footings to be completed 23/12/2020, Contractor to return 2021 for lighting infrastructure to be installed. 12/01/2021 Works commenced, due for completion April 2021

SHIRE OF ASHBURTON

2020/21 CAPITAL EXPENDITURE PROGRAM

for the period ending 31/01/2021






Project Progress	
	Ceased / removed from budget - 5.00
	Complete - 4.00
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	Off Track - 2.00
	In Trouble - 1.00

Project Officer	Project Title	Current Budget	YTD Actual	PO Balance	YTD Actual PLUS PO	Code	Comments
Chantelle McGurk	Tom Price - Tennis Club - Refurbishment of Playing Surface and Facilities - Upgrade	1,570,000	448,947	818,140	1,267,087		16/09/2020 Tender awarded to Neowest Construction, site possession scheduled for 22/09/2020. 21/10/2020 Works has commenced onsite. Have received a Noise Exemption permit to conduct works on Sunday's. 12/01/2021 Construction ongoing, due for completion April 2021.
Chantelle McGurk	Tom Price - Vic Hayton Pool - Refurbishments - Renewal	206,400	206,388	0	206,388		Completed - shade sails and BBQ facilities installed.
Chantelle McGurk	Tom Price - Child Care Centre - New	6,750,000	266,669	4,606,267	4,872,936		12/01/2021 RFT now awarded to Pindan Contracting. Commencement onsite March 2021. Estimate completion date March 2022.
	Tom Price - Staff Administration Building and Council Chambers - New	3,000,000	19,214	3,040	22,254		12/01/2021 Revised concept design, due to be issued to SOA 12/01/2021 for revision.
TOTAL PROJECTS AND PROCUREMENT		28,950,448	2,896,520	11,765,624	14,662,144		
Mark Lee	Cattle Grids on Twitchen Road - Renewal	138,000	111,121	40,534	151,655		Completed
Helen Pickering	Waste Depot - Operations Building - New (Paraburdoo & Tom Price) - New	360,184	348,238	0	348,238		Completed. Operation buildings installed and occupied.
Shane Godrey	Doradeen Road Drainage improvements - Renewal	200,000	4,031	125,544	129,575		Tom Price Works include cleaning of vegetation, shaping invert levels and batters, erosion protection and culvert inlet and outlets. Works will assist in creating a clean platform for future relining of Doradeen culverts and preparation of the site for future maintenance programs. Works underway - variation to reduce ponding/mosquitoes. Expected completion 18 Dec. West side of Doradeen - RFQ closed 9 Dec. West and Doradeen road will start first week Jan. Estimation completion date 30/1/21.
Helen Pickering	Emergency Water Tanks (Fire Trailers) - New	40,000	0	31,047	31,047		Completed.
Chris Hurstfield	Floodway Stabilisation - Renewal	408,000	0	0	0		Floodway works (Edge Beams, Rock Armour and Stabilised Approaches) identified at Pannawonica Millstream Fortescue Floodway. Quote obtained from WALGA Panel of providers for design, BOQ and technical spec, but above \$100K threshold. RFQ released through Tender link. RFQ closed on 9 Dec, are currently being assessed. Completion of design by mid Feb. Likely that works will be well in excess of current budget which would necessitate report to Council at Feb/Mar OCM (depending on design delivery) seeking Council decision regarding funding and timing of works.
Mark Lee	Footpath New and Renewal Program 2020/21	1,837,000	2,035,716	0	2,035,716		Completed. Final payment made. Practical Completion Certificate to be issued.
Mark Lee	Foreshore Protection plus Seawall Extension - Renewal	400,000	0	0	0		Extension of the seawall to protect the Memorial Park in Onslow. Looking at the extension design and construction works being drafted and subsequently infrastructure works being carried out in 2021. Report to Council at November OCM endorsing scope of works. Quote requested from Cardno for seawall extension design with subsequent scope of works to follow. Cardno engaged to prepare design and technical spec. Plan for RFT in Jan, closing in Feb for works to be undertaken in Apr/May 2021. Arrange to have e-meeting with Cardno design team before Xmas
Mark Lee	Onslow - Seawall Construction at Anzac Memorial site - Renewal	500,000	0	37,788	37,788		As above.
Mark Reid	Fuso Truck - Upgrade	80,000	0	1,800	1,800		Modification of Fuso Truck to provide a multi purpose vehicle (tipper). The vehicle is scheduled for work this half of 2020/21 and will be sent to Perth for modification in early 2021. Please advise fleet has been seeking to schedule the works however the specific provider has not been able to schedule the vehicle in.
Doug Bailey	General Signage - Renewal	12,396	8,996	584	9,580		Signage Renewal Program for all towns. Budget 70% expended. Consideration of additional pedestrian signage at TP Speed Humps to supplement stencils on path. Estimated Completion date 28.02.2021.
Tracey Rogers	Irrigation for RFT 01/20 (Greening Ashburton) - Renewal	250,000	12,843	215,915	228,758		Minha Oval Main Line Upgrade - project includes replacement of main line and removing redundant system. To avoid conflict of services, work on lighting towers to be completed first and then replace the irrigation main. Works to be completed by March/April 2021.
Mark Lee	Kerb and Gutter Program Renewal - Multiple locations _ renewal	207,412	203,887	10,500	214,387		Completed kerbing and gutter works in Onslow installed.
Mark Lee	Kerb and Gutter Program Renewal 20/21 (Tom Price)	220,000	4,005	73,789	77,794		Schedule of work for Tom Price finalised - includes work on East Road, Central Road, Wattle Street/Court Road and Mine Road/hospital entrance. Quote received and Req approved. Expect completion of works before Christmas break (subject to TMP and accommodation availability). Works for Tom Price will commence on 01.02.2021.
Mark Reid	Mall Sweeper - New	165,000	163,650	0	163,650		Completed.

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Project Officer	Project Title	Current Budget	YTD Actual	PO Balance	YTD Actual PLUS PO	Code	Comments
Chris Hurstfield	Mine Road TP Pavement Renewal (Incl. Widening and Sealing 2019/20) - Upgrade	255,000	184,575	16,800	201,375	●	Physical works completed however quality issues with finished product. Third party consulting engineers engaged to provide a report on the quality of work completed. Preliminary report received. More detailed GTECH investigation on 6/7 Oct with final report on 23/10. Partial payment made based on preliminary advice (existing in-situ material not suitable for intended use). Draft report, together with contractor feedback due received and evaluated. GHD to submit their final report by 18 Dec. visual survey to be carried out prior to Xmas Decision then to be made regarding finalisation of contract. Design investigations underway for rectification works as a separate project. CEO to approach Jamie Robinson about upgrade works that are not within the Shires control.
Doug Bailey and Chris Hurstfield	Multiple - Significant Road Signs - Renewal	15,000	795	8,814	9,609	●	Priority signage list developed for Twitchin, Old Onslow, Peedamulla, Towera-Lyndon & Towera Road (21 signs - combination of road condition and regulatory) - well in excess of current budget but can be used for next year's budget. Project scope for 20/21 budget includes Road Condition Advisory signs at the Onslow end of both Twitchin and Peedamulla Roads. RFQ for sign fabrication before Christmas Break. Estimated Completion date 28.02.2021.
Helen Pickering	Onslow - Pilbara Regional Waste Management Facility Class IV Main Works - New	13,000,000	8,765,965	652,296	9,418,261	●	Council adopted recommendations for RFT 07.19 at October 2019 OCM. Completion of liner / fencing will most likely occur in early Jan. Internal sign ordered ready for installation. Practical completion now 15 Jan. Leachate RFT all submitted prices were above anticipated budget
Doug Bailey	Onslow - Tourism Sign - Signage Installation on NWC Hwy (before Onslow T/off) - New	65,000	0	4,070	4,070	●	\$65K "Slip into Onslow" tourism signage project. Reported to Council at Nov OCM - Council endorsed location and concept. Installation (subject to MRWA approvals) in Apr/May 21.
Chantelle McGurk	Paraburdoo - Swim Club Donga - New	50,000	0	0	0	●	Scope of works being undertaken. 2/9/20 Acting Director Development Services to provide update next PCG. 30.09.20 CM to engage with Swim Club for further understanding and location specific. 25/11/2020 Report has been compiled by Building Surveyor on condition of building. Report to be compiled for council. 12/01/2021 Agenda item to be put up at Feb OMC 2021.
Mark Reid	Plant Replacement - Renewal	1,696,000	316,924	891,032	1,207,956	●	Plant replacement schedule continues with major items being the Grader \$410,000 due to procure next month and Rubbish Truck \$365,000 due in 2021. Further details in K Drive of full list of vehicles to be replaced. Rft for the new Grader has been completed and released closes on the 13/10. Onslow Tractor RFQ will be released on 1st Oct and closes on 15/10. Tractor for Onslow is on its way - delivery in Jan. Grader ordered - scheduled to arrive in Feb. RFT for new rubbish truck in Dec for delivery prior to EOFY. Light vehicle replacement ongoing as per program. Graders arriving February 2021.
Chris Hurstfield	Rural Sealed Roads - Renewal	520,000	0	0	0	●	Rural Sealed Roads adopted AMP March 2019 - annual budget held in reserves until programmed works scheduled in FY 2021/22. Initial work schedule is the reseal of Banjima Drive in 2021, however this is currently being reviewed by our Roads Manager. Further consideration required including review of AMP and on-site inspection of current asset. Dollar amount represents current FY only. Reserve funds from previous FY also. 21/10 Propose that current budget be transferred to reserve for future years projects.
Chris Hurstfield	Towera - Lyndon Road (RRG 19/20) - Renewal	607,622	390,174	0	390,174	●	Dispute now settled. RFQ awarded for professional services awarded to Greenfield Technical Services. Technical spec to be finalised by mid Dec with RFT in mid Jan for close early Feb. Report to Council for awarding contract at March OCM. Works to be undertaken Apr-June 2021.
Kenn Donohoe	Road Renewals - RRG - Ashburton Downs Meekatharra Rd (RRG 18/19 funding) - Renewal	759,310	0	3,160	3,160	●	Carry over of 2019/20 RRG Funded Resheet of Unsealed Road Project - contractors are on Towera Lyndon and subsequently due to progress to Ashburton. Multiple delays on the project. Works currently suspended on Towera Lyndon Rd. Ashburton / Meekatharra Rd was supposed to be the next package of works for the same contractor. Works currently on hold. RFQ awarded for professional services awarded to Greenfield Technical Services. Technical spec to be finalised by mid Dec with RFT in mid Jan for close early Feb. Report to Council for awarding contract at March OCM. Works to be undertaken Apr-June 2021.
Chris Hurstfield	Rural Unsealed Roads (2nd year incl. Twitchen Rd) - Renewal	3,505,500	0	0	0	●	Application has been made to RRG to add key roads to Roads 2030 Regional Strategies for Significant Local Government Roads (Onslow-Peedamulla, Twitchen, Old Onslow, Ashburton Downs, Towera Rd) - approved at November meeting. Intention is to combine the above 3 projects along with flood damage repairs on R-W Rd into a single package of works. RFQ awarded for professional services awarded to Greenfield Technical Services. Technical spec to be finalised by mid Dec with RFT in mid Jan for close early Feb. Report to Council for awarding contract at March OCM. Works to be undertaken Apr-June 2021.
Chris Hurstfield	Safety Barriers New and Renewal Program - Renewal	53,000	0	37,870	37,870	●	Completed.
Shane Godfrey	Stormwater Drainage Renewal Program - Renewal	270,000	3,750	11,150	14,900	●	27/08/2020 - Scheduled works has been produced for Tom Price which includes renewals of pipes from Area W, Cassia St and Cedar St. RFQ to be sent out late 2020 with works being carried out prior to 31/05/2021. Design is in development stage

SHIRE OF ASHBURTON

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Project Progress	
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Project Officer	Project Title	Current Budget	YTD Actual	PO Balance	YTD Actual PLUS PO	Code	Comments
Mark Lee	Drainage Renewals Program 19/20 - Onslow	30,000	623	13,200	13,823	●	Re-shape Detention Basin # 1, incorporate sump chamber/channel to cater for stormwater inlet from Third Avenue assets. Currently the inlet area will hold water when it rains as does the outlet to the McGrath Avenue culvert. Consultation with locals to reassure what is being undertaken will not have a detrimental effect on the overall area (done). Regrading of basin now subject to weather and ground conditions.
Helen Pickering	Tom Price - Community Drop Off Area at Waste Facility Site - New	135,000	0	0	0	●	Introduction of a Community Drop of Area (Resource Recovery) at Tom Price Landfill Site. Feasibility study was completed by contractors on 24/8, design phase commences 1/9, submission for amendment approvals to DWER 30/9 RFQ going out between 15/10 - 26/10. Design (ASK consultants) close to being finalised. RFQ has been delayed due to soil analysis, and RFQ is expected to be finalised by mid February.
Chris Hurstfield	Tom Price - Central Rd Speed Bumps - New	55,250	34,570	0	34,570	●	Completed
	Tom Price Depot Shade Structure	14,750	0	0	0	●	New
Chantelle McGurk	Tom Price - Pump Track - New	950,000	2,450	14,850	17,300	●	11/11/2020 Survey and geotech complete, consultants engaged for design (Common Ground). Consultation to be done with Ward Councillors when concept design is complete, end Nov 2020. 02.12.2020 Scoping being addressed highly probable that Council will need to provide additional funding in mid year budget review.
Tracey Rogers	Tom Price - Skate Bowl Install Shade Structures - New	250,000	14,967	8,425	23,392	●	Report prepared for December OCM but not tabled. Business Case to be prepared for \$800K project and report tabled at Feb OCM. 50/50 funding to be sought from Rio.
	Tom Price - Tourist Information Bay (incl. RIO Funding) - Upgrade	690,361	22,750	6,000	28,750	●	Concept Design has been submitted for review. RFQ for single project (site works & structure) in Jan for completion in Apr/May 21.
Chris Hurstfield	Urban Road - Renewal	1,017,521	1,017,521	0	1,017,521	●	Completed reseals on Kulai St, Larnook St, Mungarra St, Yiluk St, Milperra St, Caringal St, Kiah St, Narrabula St, Ourimbah St, Tarawonga Crt, Pindari Pl, Acalypha St, Vitex St, East Rd, Croton St & Tamarind St.
	TOTAL INFRASTRUCTURE COSTS	28,757,306	13,647,550	2,205,167	15,852,718		
All Directorates	Capital Works Projects - Minor works	63,276	0	1,682	1,682	●	For minor projects not listed.
	ALL DIRECTORATES	63,276	0	1,682	1,682		
	TOTAL CAPITAL VALUE	67,573,890	18,582,485	14,585,088	33,167,574		
2020/21 SIGNIFICATION OPEX PROJECTS TO BE DELIVERED							
Tracey Rogers	Sports Field Lighting Audit & Assessment	20,000	7,865	0	7,865	●	The consultant that was engaged in August has been delaying the delivery of this report. The purchase order was cancelled in December and anew supplier is an estimate to deliver tis report. It is estimated that this report will be available for the March OCM. 18/1 - Quote has been supplied for the work, awaiting new supplier form. Site visit date to be confirmed once PO generated.
	TOTAL OPEX VALUE	20,000	7,865	0	7,865		



Source of request	GL Code	General Ledger Description	Current Budget	Variation Increase (Decrease)	Revised Budget Figure	Comments
Building Control	132432	Consultancy Fees	13,000	7,000	20,000	Increase the budget as per Finance Costing Review recommendation
Building Control	135613	Bldg - Fees & Licences	(164,000)	54,000	(110,000)	Decrease budget - Finance & Costing Review
Emergency Management Services	051057	Fire Fighting Expenses	14,720	(14,720)	0	Provision no longer required
Emergency Management Services	051547	Emergency Relief & Support	8,000	(8,000)	0	Provision no longer required
Emergency Management Services	051440	Building Maintenance BFB & SES Leases	6,710	(6,710)	0	Provision no longer required
Emergency Management Services	050032	Non ESL Expenditure	10,500	(5,000)	5,500	Decrease budget - Finance & Costing Review
Emergency Management Services	051002	Legal Expenses	500	5,000	5,500	Increase the budget as per Finance Costing Review recommendation
Health Aboriginal	071677	Insurance - Aboriginal Health	500	2,630	3,130	Increase the budget as per Finance Costing Review recommendation
Health Inspection	072143	Caravan Parks, Camp Grounds, Lodging House	(22,000)	(3,000)	(25,000)	Increase the budget as per Finance Costing Review recommendation
Health Inspection	072153	Septic Tank Fees	(4,000)	(2,000)	(6,000)	Increase the budget as per Finance Costing Review recommendation
Health Inspection	072253	Food Premises Registrations/Approvals	(78,000)	(10,000)	(88,000)	Increase the budget as per Finance Costing Review recommendation
Health Inspection	072282	Sentinel Chicken Program	6,104	5,000	11,104	Increase the budget as per Finance Costing Review recommendation
Health Inspection	072422	Analytical Expenditure	4,000	4,000	8,000	Increase the budget as per Finance Costing Review recommendation
Health Inspection	070002	Travel Expenses	35,835	(15,000)	20,835	Decrease budget - Finance & Costing Review
Office of the Director of Development Services	130005	Meeting/Travel Expenses	10,439	(3,500)	6,939	Decrease budget - Finance & Costing Review
Office of the Director of Development Services	130011	Insurance - Other Law, Order, Public Safety	15,000	7,000	22,000	Increase the budget as per Finance Costing Review recommendation
Office of the Director of Development Services	130010	Telephone expenses	0	500	500	Increase in budget - Finance & Costing Review
Ranger Services	051463	Contract Services	51,000	(20,000)	31,000	Decrease budget - Finance & Costing Review
Ranger Services	054702	Animal Control Products	12,000	(4,000)	8,000	Decrease budget - Finance & Costing Review
Ranger Services	051462	Legal Expenses	1,000	2,000	3,000	Increase in budget - Finance & Costing Review
Ranger Services	052033	Impounding Vehicles	1,000	(2,500)	(1,500)	Increase in budget - Finance & Costing Review
Ranger Services	051080	Dog Pound Tom Price	2,500	2,500	5,000	Increase budget - Finance & Costing Review
Ranger Services	051081	Dog Pound Tom Price	2,000	2,500	4,500	Increase budget - Finance & Costing Review
Ranger Services	051417	Utilities - Animal Control	0	500	500	Increase budget - Finance & Costing Review
Ranger Services	056162	Insurance - Animal Control Eastern Sector	8,500	800	9,300	Increase budget - Finance & Costing Review
Ranger Services	056182	Printing/Stationery/Postage	1,500	1,000	2,500	Increase budget - Finance & Costing Review
Ranger Services	051147	Dog Pound Consumables	5,500	1,500	7,000	Increase budget - Finance & Costing Review
Town Planning	102893	Town Planning Assessment Fees	(18,000)	(12,000)	(30,000)	Increase budget - Finance & Costing Review
Town Planning	102762	Legal Expenses	3,000	5,000	8,000	Increase budget - Finance & Costing Review
Town Planning	102932	Mapping & Landgate Expenses	1,500	1,500	3,000	Increase budget - Finance & Costing Review
Town Planning	106250	Local Planning Strategies	0	4,000	4,000	Increase budget - Finance & Costing Review
Approved by:	Director of Development Services					



FINANCE & COSTING REVIEW BUDGET RE-ALLOCATION FORM

Source of request	GL Code	Job Code	General Ledger Description	Current Budget	Variation Increase (Decrease)	Revised Budget Figure	Comments
Director of Infrastructure	148352	N/A	Plant Hire Expenses	14,300	15,000	29,300	Budget previously reduced while annual requirements is around \$30,000.
	140112	N/A	Meeting/Travel Expenses	51,837	(15,000)	36,837	Identified savings from Finance & Costing Review to be applied towards Plant Hire budget.
		NEW A/C	Multi-purpose Backhoe/Loader	0	245,000	245,000	Immediate need for a multi-purpose backhoe/loader.
	AE2004	PR201	Plant Replacement Program 2020-21	1,696,000	(245,000)	1,451,000	Deferral of renewal of PR28 Onslow refuse truck and the requirement of a multi-purpose backhoe/loader.
	145912	X001	Private Works	3,000	6,000	9,000	Require an increase in labour to clear DFES firebreaks, Indirect labour and Plant usage etc. to undertake private works, including DFES Firebreaks,
	148953	X101	Private Works - Income Other	0	(12,100)	(12,100)	Require an increase to cover income for Installation of a plaque; firebreak clearing for DFES, clean up debris from roll over of Toll's road train.
	124880	W511	Works Prog Open Drains Tom Price	30,000	8,000	38,000	Require an increase in budget to clear debris from open drains following storms
	124880	W512	Works Prog Open Drains Paraburdoo	6,000	4,100	10,100	Require an increase in budget to do repairs to a drainage pit in Paraburdoo
	124880	W510	Works Prog Open Drains Onslow	20,000	(6,000)	14,000	Identified savings from Finance & Costing Review applied to Tom price & Paraburdoo Drains Projects
	124790	R0040	Works Prog/Rural Access Roads	471,620	420,000	891,620	Require more funds for the contract of maintenance grading of Roebourne - Wittenoom not in the originally in the budget & other road works identified.
	124727	R0010	Works Prog/Road Mtc Paraburdoo GEN	138,659	(30,000)	108,659	Identified savings from Finance & Costing Review applied to works rural access roads.
	124780	R0020	Works Prog/Road Mtc Tom Price GEN	189,093	(20,000)	169,093	Identified savings from Finance & Costing Review applied to works rural access roads.
	124860	W530	Works Prog/Street Sweeping Tom Price	78,285	(25,000)	53,285	Identified savings from Finance & Costing Review applied to works rural access roads.
	124860	W531	Works Prog/Street Sweeping Onslow	61,000	(25,000)	36,000	Identified savings from Finance & Costing Review applied to works rural access roads.
	124860	W532	Works Prog/Street Sweeping Paraburdoo	58,000	(20,000)	38,000	Identified savings from Finance & Costing Review applied to works rural access roads.
	102347	N/A	Consultant Fees GEN	170,000	(30,000)	140,000	Identified savings from Finance & Costing Review applied to works rural access roads.
	102407	W245	Works Prog/Urban Stormwater Mtc Tom Price	169,200	(10,000)	159,200	Identified savings from Finance & Costing Review applied to works rural access roads.
	102407	W247	Works Prog/Urban Stormwater Mtc Paraburdoo	214,200	(190,000)	24,200	Identified savings from Finance & Costing Review applied to works rural access roads.
	124717	R0000	Works Prog/Road Mtc Onslow GEN	258,487	(70,000)	188,487	Identified savings from Finance & Costing Review applied to works rural access roads.
	113297	W289	Works Prog/Barrada Estate-Onslow	50,000	80,000	130,000	Require more funds as top soil was not placed on sand beneath grass when parks were developed, therefore requires continual maintenance.
	124717	R0000	Works Prog/Road Mtc Onslow GEN	188,487	(30,000)	158,487	Identified savings from Finance & Costing Review applied to works at Barrada Estate - Onslow.
	124727	R0010	Works Prog/Road Mtc Paraburdoo GEN	108,659	(10,000)	98,659	Identified savings from Finance & Costing Review applied to works at Barrada Estate - Onslow.
	124780	R0020	Works Prog/Road Mtc Tom Price GEN	169,093	(40,000)	129,093	Identified savings from Finance & Costing Review applied to works at Barrada Estate - Onslow.
Approved by:	Director of Infrastructure - Maz Khosravi						



FINANCE & COSTING REVIEW BUDGET RE-ALLOCATION FORM

Source of request	GL Code	General Ledger Description	Current Budget	Variation Increase (Decrease)	Revised Budget Figure	Comments
Acting Director, Community Services	105020	Resources	15,000	(7,000)	8,000	FACR Savings to be re-allocated
	081817	Office Refreshments	7,000	(3,000)	4,000	FACR Savings to be re-allocated
	105022	Minor Assets (Community East)	20,000	(10,000)	10,000	FACR Savings to be re-allocated
	081880	Youth Development Arts W/shops/Perform	10,000	(5,000)	5,000	FACR Savings to be re-allocated
	081883	Youth Advisory Council (TP & Para)	10,000	(5,000)	5,000	FACR Savings to be re-allocated
Acting Director, Corporate Services	140043	Land Purchase (Onslow)	3,310,000	30,000	3,340,000	Funds required to purchase Onslow land. Cross refer to to additional funding identified under Office of CEO FACR Form.
Acting Director, Community Services	080068	Launches & Openings	2,000	(2,000)	0	FACR savings to be re-allocated to GL 105006 to cover cost of meetings & travel
	080032	Computer Expenses	1,000	(1,000)	0	FACR savings to be re-allocated to GL 105006 to cover cost of meetings & travel
	105006	Meeting/Travel Expenses (Community West)	2,000	3,000	5,000	Increased budget required for meeting & travel
Acting Director, Community Services	111528	Library Income	(700)	700	0	FACR recommendation to merge budget provision with GL 040277
	114143	Fines & Penalties	(300)	300	0	FACR recommendation to merge budget provision with GL 040277
	114173	Internet Income	(50)	50	0	FACR recommendation to merge budget provision with GL 040277
	114263	Photocopying Income	(1,000)	1,000	0	FACR recommendation to merge budget provision with GL 040277
	111568	Fines & Penalties	(100)	100	0	FACR recommendation to merge budget provision with GL 040277
	111608	Internet Income	(20)	20	0	FACR recommendation to merge budget provision with GL 040277
	111618	Library Income	(60)	60	0	FACR recommendation to merge budget provision with GL 040277
	111628	Photocopying Income	(1,000)	1,000	0	FACR recommendation to merge budget provision with GL 040277
	111539	Book Sales	(20)	20	0	FACR recommendation to merge budget provision with GL 040277
	111698	Fines & Penalties	(200)	200	0	FACR recommendation to merge budget provision with GL 040277
	111738	Internet Income	(30)	30	0	FACR recommendation to merge budget provision with GL 040277
	111748	Library Income	(500)	500	0	FACR recommendation to merge budget provision with GL 040277
	111758	Photocopying Income	(2,000)	2,000	0	FACR recommendation to merge budget provision with GL 040277
	111828	Fines & Penalties	(50)	50	0	FACR recommendation to merge budget provision with GL 040277
	111878	Library Income	(270)	270	0	FACR recommendation to merge budget provision with GL 040277
	111888	Photocopying Income	(50)	50	0	FACR recommendation to merge budget provision with GL 040277
	040277	Administration Services Income	(1,000)	(6,350)	(7,350)	FACR recommendation to merge budget provision with GL 040277
Acting Director, Community Services	113245	Paraburdoo Chub - Program & Activities	100,000	(100,000)	0	FACR recommendation to move provision from SF 2108 Paraburdoo Chub to Club Development SF 2451 where the provision is needed (Quota 2020 - M1 100,000)
	New A/c	Paraburdoo Chub - Program & Activation	0	100,000	100,000	FACR recommendation to move provision from SF 2108 Paraburdoo Chub to Club Development SF 2451 where the provision is needed (Quota 2020 - M1 100,000)
	113275	Transfer from Reserves (RTIO Chub OP /Cap Underspend)	(100,000)	100,000	0	FACR recommendation to move provision from SF 2108 Paraburdoo Chub to Club Development SF 2451 where the provision is needed (Quota 2020 - M1 100,000)
	138086	Transfer from Reserves (RTIO Chub OP /Cap Underspend)	0	(100,000)	(100,000)	FACR recommendation to move provision from SF 2108 Paraburdoo Chub to Club Development SF 2451 where the provision is needed (Quota 2020 - M1 100,000)
Acting Director, Community Services	041030	Salaries & Superannuation - Partnerships	288,639	(38,639)	250,000	FACR saving following overbudgeting of RTIO CISP funding
	081842	Exp - Mums & Bubs Program	9,000	(9,000)	0	FACR Savings to be re-allocated
	081807	Day Care Centre Onslow	454	(454)	0	FACR Savings to be re-allocated
	041004	Salaries & Superannuation - Media	93,441	48,093	141,534	Revised budget provision following FACR
Acting Director, Community Services	041031	Meeting/Travel/Training Expenses	10,000	(4,000)	6,000	FACR identified savings following re-budgeting.
	041032	Consultant/Project Costs	109,000	(12,000)	97,000	FACR identified savings following re-budgeting.
	041033	Evaluation Expenses	15,000	(10,000)	5,000	FACR identified savings following re-budgeting.
	041036	Communication & Promotion	60,000	(20,000)	40,000	FACR identified savings following re-budgeting.
	100121	Meeting & Expenses	10,500	(5,000)	5,500	FACR identified savings following re-budgeting.
Director Projects & Procurement	134949	Ocean View Caravan Park	373,000	51,000	424,000	Increase in water and electricity operating costs
Director Projects & Procurement	113716	Family Entry Swimming Pool Tom Price Income	0	(1,500)	(1,500)	Increase Income from the Swimming Pool (Tom Price), budget amount not allocated in July 2020.

	040338	Administration Building Onslow	126,500	1,500	128,000	Supplement utility budget for Admin Building Onslow
	113167	Repairs & Maintenance	66,000	(8,000)	58,000	FACR Savings identified to be applied to Chemicals A/c
	112977	Chemicals	13,000	8,000	21,000	Budget need to increase following increase in Chemicals Costs
Approved by:		Approved by Acting Directors Community & Corporate Services, Projects & Procurement				



FINANCE & COSTING REVIEW BUDGET RE-ALLOCATION FORM

Source of request	GL Code	Job Code	General Ledger Description	Current Budget	Variation Increase (Decrease)	Revised Budget Figure	Comments
OFFICE OF THE CEO	040053	N/A	Salaries & Superannuation	781,780	(300,000)	481,780	FACR identified savings applied to Onslow Land Purchase
	140043	N/A	Land Purchase Onslow	3,310,000	300,000	3,610,000	FACR identified savings applied to Onslow Land Purchase (Feb'21 OCM Agenda)
OFFICE OF THE CEO	040054	N/A	Meeting/Travel Expenses	33,881	(10,000)	23,881	FACR identified savings applied to Onslow Shell Collection Project.
	040147	N/A	Staff Travel & Accommodation (Council Meetings)	28,843	(20,000)	8,843	FACR identified savings applied to Onslow Shell Collection Project.
	040212	CE001	Councillors Training & Travel Costs	30,000	(10,000)	20,000	FACR identified savings applied to Onslow Shell Collection Project.
		CE002	Walga Conference	30,000	(10,000)	20,000	FACR identified savings applied to Onslow Shell Collection Project.
	CE003	Conference - President	30,000	(10,000)	20,000	FACR identified savings applied to Onslow Shell Collection Project.	
VISITORS CENTRE- TP	130012	N/A	Postage & Freight	20,000	(5,000)	15,000	Available for re-allocation
	114633	N/A	Onslow Heritage Conservation (Sea Shells) Capital Works	202,000	50,000	252,000	Additional capital works required using FACR identified savings.
	NEW GL	NEW B Code	Onslow Heritage Conservation Building - Maintenance	0	5,000	5,000	Maintenance works required using FACR identified savings.
	NEW GL	NEW O Code	Onslow Heritage Conservation Building - Utilities	0	10,000	10,000	Utility budgets required for the operation of the project using FACR identified savings.
HUMAN RESOURCES	042093	CN002	Conference - Travel	15,000	(6,000)	9,000	FACR identified savings applied to Organisational Change and Agency Fees (Recruitment)
		CN003	Conferences - Accommodation	19,000	(10,000)	9,000	FACR identified savings applied to Organisational Change and Agency Fees (Recruitment)
		CN004	Conferences - Registration	33,000	(14,000)	19,000	FACR identified savings applied to Organisational Change and Agency Fees (Recruitment)
	042094	TR004	Training - Registration Fees	184,000	(50,000)	134,000	FACR identified savings applied to Organisational Change and Agency Fees (Recruitment)
	042115	N/A	OD Meeting Expenses	8,000	(3,000)	5,000	FACR identified savings applied to Organisational Change and Agency Fees (Recruitment)
	042117	N/A	Health & Wellbeing (Programs)	15,000	(7,000)	8,000	FACR identified savings applied to Organisational Change and Agency Fees (Recruitment)
	042103	N/A	Organisational Change	143,000	30,000	173,000	Increase in the consultancy fees.
	040226	HR005	Recruitment Expenses	48,000	60,000	108,000	Expected increase in recruitment activities.
MEDIA	041005	N/A	Meeting/Travel/Communication Expenses (Media)	7,606	(5,000)	2,606	Decrease by \$5,000
	041022	N/A	Onslow Newsletter - Advertising Contribution	4,000	5,000	9,000	Increase by \$5,000
AREA PROMOTION	130159	N/A	Tourism & Business Innovation Grant Program	7,000	(7,000)	0	FACR identified savings applied to Astro & Geotourism Initiatives.
	130166	N/A	Astro & Geotourism Initiatives	3,000	7,000	10,000	Increased budget following budget re-forecast.
	130158	N/A	Tourism Workshops	13,000	(13,000)	0	FACR identified savings applied to Advertising & Promotion - Visitor Guide provision.
	130161	N/A	SOA - Tourism Affiliations	10,000	(3,000)	7,000	FACR identified savings applied to Advertising & Promotion - Visitor Guide provision.
	134592	N/A	Advertising & Promotion - Visitor Guide	20,000	16,000	36,000	Increased budget to cover promotion of Onslow Tourism.
VISITORS CENTRE- TP	130082	N/A	Minor Assets	7,000	(5,000)	2,000	FACR identified savings applied to Souvenir Expenses
	130152	N/A	Advertising & Promotion	8,000	(5,000)	3,000	FACR identified savings applied to Souvenir Expenses
	138742	N/A	Consultancy Fees	13,000	(10,000)	3,000	FACR identified savings applied to Souvenir Expenses
	130052	N/A	Souvenir Expenses	62,000	20,000	82,000	Increased budget following budget re-forecast.
ONSLow AIRPORT	120012	N/A	Maps Commissioning	10,000	(10,000)	0	FACR identified savings applied to the increase in Aerodrome Consultancy Fees
	120023	N/A	Conference & Seminar Expenses	10,750	(10,750)	0	FACR identified savings applied to the increase in Aerodrome Consultancy Fees
	120027	N/A	Meeting & Travel expenses	12,000	(6,000)	6,000	FACR identified savings applied to the increase in Aerodrome Consultancy Fees
	120028	W629	Fencing	80,600	(10,000)	70,600	FACR identified savings applied to the increase in Aerodrome Consultancy Fees
	120038	W636	Screening Training	30,600	(10,000)	20,600	FACR identified savings applied to the increase in Aerodrome Consultancy Fees
	120002	N/A	Aerodrome Consultancy Fees	30,000	46,750	76,750	Increased budget following budget re-forecast.
	120028	W629	Fencing	70,600	(20,000)	50,600	FACR identified savings applied to Onslow Airport General Aviation Development capital works project

	124086	19001	Material Handling & lifting equipment	150,000	(51,380)	98,620	FACR identified savings applied to Onslow Airport General Aviation Development capital works project
	120016	21001	Onslow Airport Cyclone Proofing Doors	50,000	(40,000)	10,000	FACR identified savings applied to Onslow Airport General Aviation Development capital works project
	1AA20010	N/A	Onslow Airport General Aviation Development	387,300	111,380	498,680	Capital works requiring a material increase in the budget from FACR identified savings.
	120026	N/A	Marketing & Promotions	50,000	(30,000)	20,000	FACR identified savings applied to Kiosk & Vending Machine budget.
	120030	W622	Vending Machine Purchases	5,500	(5,500)	0	Merge Vending Machine Purchases with Kiosk & Vending
	120011	N/A	Kiosk & vending	30,000	35,500	65,500	Increase in budget following re-forecasting.
	120028	W607	Pavement & runway Maintenance	86,000	(35,000)	51,000	FACR identified savings applied to maintenance costs of the Terminal Building Management System.
	120035	B429	Terminal building Management system	5,500	35,000	40,500	Increase in budget following re-forecasting.
	120029	W614	Garden Maintenance	68,000	(8,000)	60,000	FACR identified savings applied to Communication Expenses.
	1200300	W619	Communication Expenses	2,000	8,000	10,000	Increase in budget following re-forecasting.
	120038	W636	Screening Training	30,600	(15,000)	15,600	FACR identified savings applied to Consumables.
	120038	W632	Consumables	3,000	15,000	18,000	Increase in budget following re-forecasting.
Approved by:							



WESTERN AUSTRALIAN
Electoral Commission

LGE 028

Mr Kenn Donohoe
Chief Executive Officer
Shire of Ashburton
PO Box 567
TOM PRICE WA 6751

Dear Mr Donohoe

Local Government Ordinary Election: 2021

The next local government ordinary elections are being held on 16 October 2021. While this is still some distance in the future, I have enclosed an estimate for your next ordinary election to assist in your 2021/2022 budget preparations.

The estimated cost for the 2021 election if conducted as a postal ballot is \$22,000 inc GST, which has been based on the following assumptions:

- 2,600 electors
- response rate of approximately 30%
- 4 vacancies
- count to be conducted at the offices of the Shire of Ashburton
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply for the lodgement of the election packages.

An additional amount of \$520 will be incurred if your Council decides to opt for the Australia Post Priority Service for the lodgement of election packages.

Costs not incorporated in this estimate include:

- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns
- one local government staff member to work in the polling place on election day
- any additional postage rate increase by Australia Post
- any unanticipated costs arising from public health requirements for the COVID-19 pandemic.

164466

The Commission is required by the *Local Government Act* to conduct local government elections on a full cost recovery basis and you should note that this is an estimate only and may vary depending on a range of factors including the cost of materials or number of replies received. The basis for charges is all materials at cost and a margin on staff time only. Should a significant change in this figure become evident prior to or during the election you will be advised as early as possible.

The current procedure required by the Act is that my written agreement has to be obtained before the vote by Council is taken. To facilitate the process, you can take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2021 for the Shire of Ashburton in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required. My agreement is subject to the proviso that the Shire of Ashburton also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election.

In order to achieve this, your council would need to pass the following two motions by absolute majority:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2021 ordinary elections together with any other elections or polls which may be required
- Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election.

I look forward to conducting this election for the Shire of Ashburton in anticipation of an affirmative vote by Council. If you have any further queries please contact Phil Richards Manager, Election Events on 9214 0400.

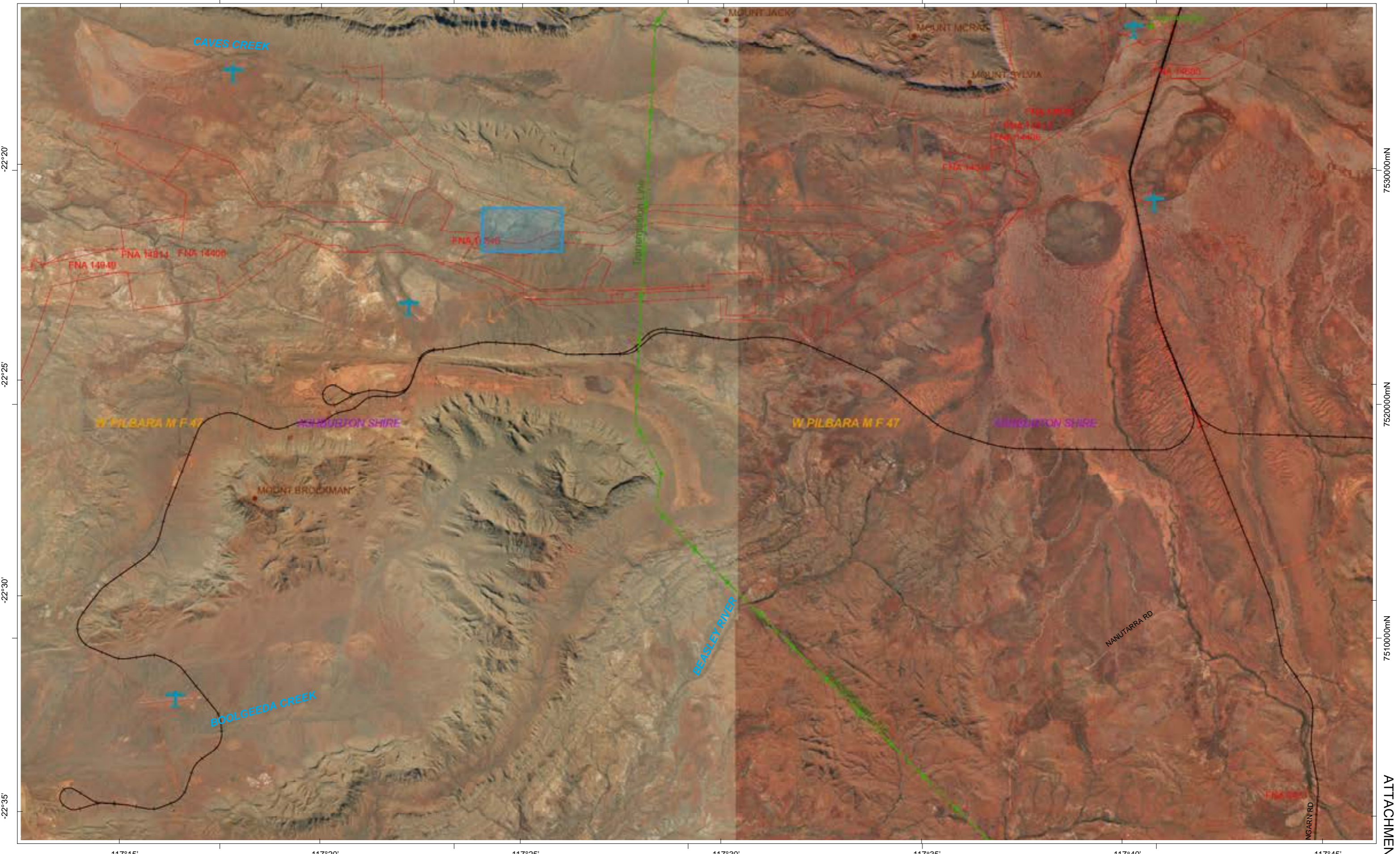
Yours sincerely



Robert Kennedy
ELECTORAL COMMISSIONER

16 December 2020

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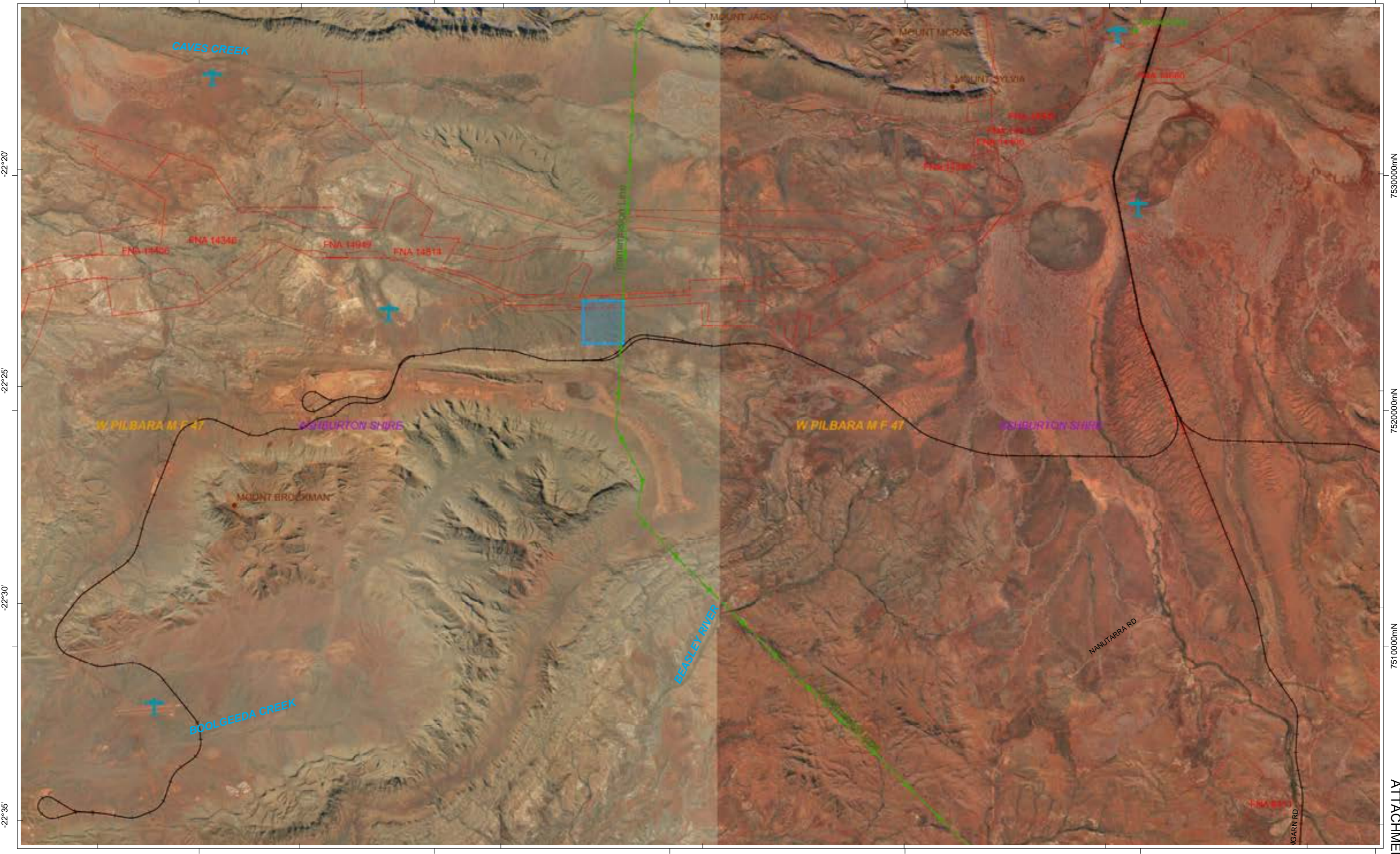
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 -22°25'
 -22°30'
 -22°35'

N400000mE
 N520000mE
 N640000mE
 N760000mE

117°15' 117°20' 117°25' 117°30' 117°35' 117°40' 117°45'

This plan has been compiled from various data sources received from a number of agencies and with information supplied by applicants for mining tenements. No responsibility is accepted for any error or omission. The Commonwealth of Australia (c) 2002, through Geoscience Australia and the Department of Defence, maintains copyright over those parts of the topographic data it has provided for display in TENGGRAPH. Users wishing to use the data in its unaltered form should contact Geoscience Australia at www.ga.gov.au. Confirmation of the extent and composition of any Native Title Claims should be sought from the Native Title Spatial Services Landgate. Enclosed Pastoral Lease land and Pre-1994 mining confined to Nhamuyungga Wajarri and Ngarlawungga IJIA Native Title determination boundary.

530000mE 540000mE 550000mE 560000mE 570000mE 580000mE






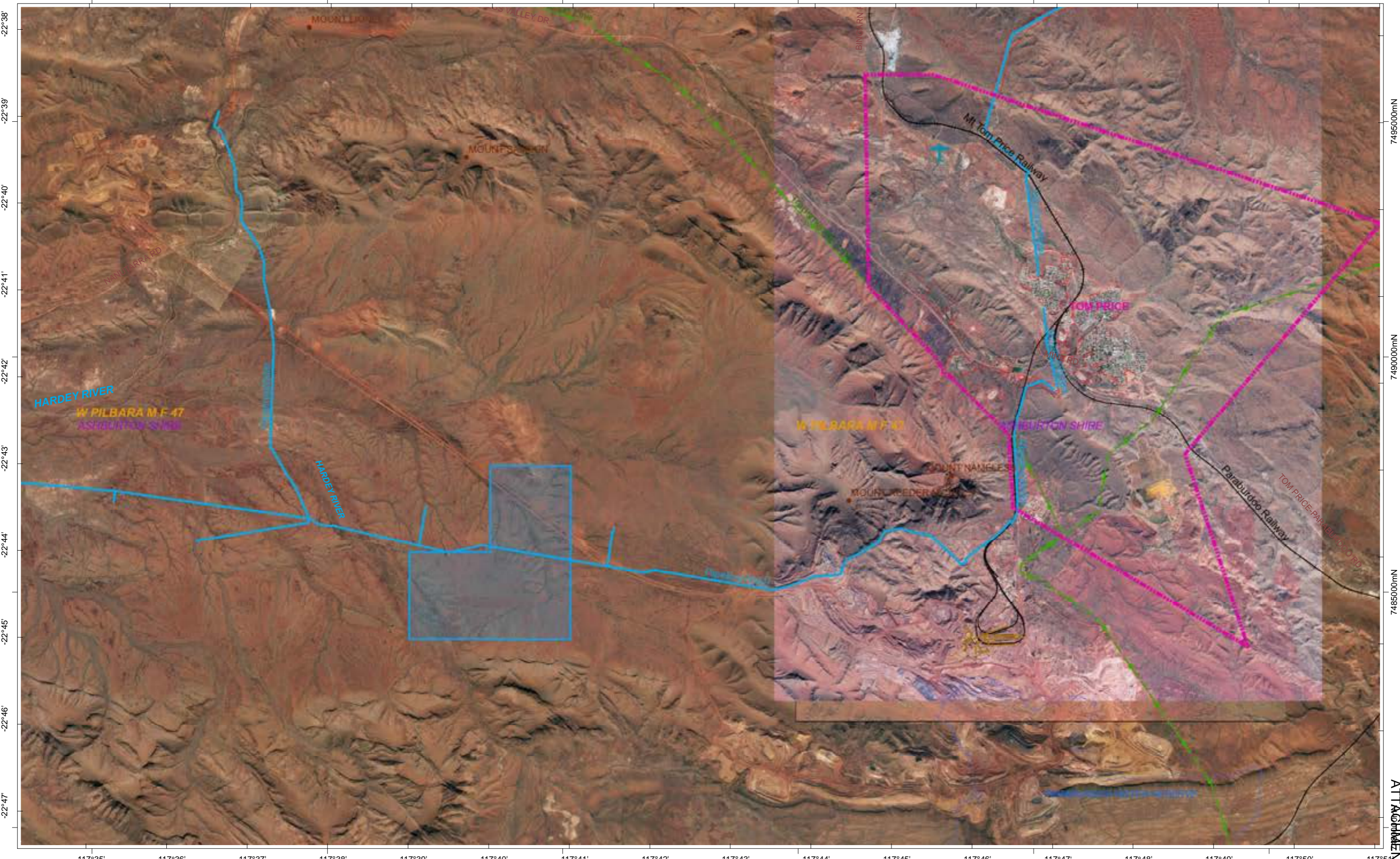
-22°20'
-22°25'
-22°30'
-22°35'

Nm000065L
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ATTACHMENT 12.4

This plan has been compiled from various data sources received from a number of agencies and with information supplied by applicants for mining tenements. No responsibility is accepted for any error or omission. The Commonwealth of Australia (c) 2002, through Geoscience Australia and the Department of Defence, maintains copyright over those parts of the topographic data it has provided for display in TENGRAP. Users wishing to use the data in its unaltered form should contact Geoscience Australia at www.ga.gov.au. Confirmation of the extent and composition of any Native Title Claims should be sought from the Native Title Spatial Services Landgate. Enclosed Pastoral Lease land and Pre-1994 mining confined to Nhamwonga Wejari and Ngarlawanga IJIA Native Title determination boundary.

560000mE 565000mE 570000mE 575000mE 580000mE 585000mE

-  Pending Application
-  Live Tenement
-  Application over Live Tenement



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Nm00005692
Nm0000697
Nm0000817
ATTACHMENT 12.4



MINING TENEMENT SUMMARY REPORT

EXPLORATION LICENCE 08/3317

Status: Pending

TENEMENT SUMMARY

Area: 96 BL Death Reason :
Mark Out : Death Date :
Received : 21/12/2020 08:47:09 Commence :
Term Granted :

CURRENT HOLDER DETAILS

Name and Address

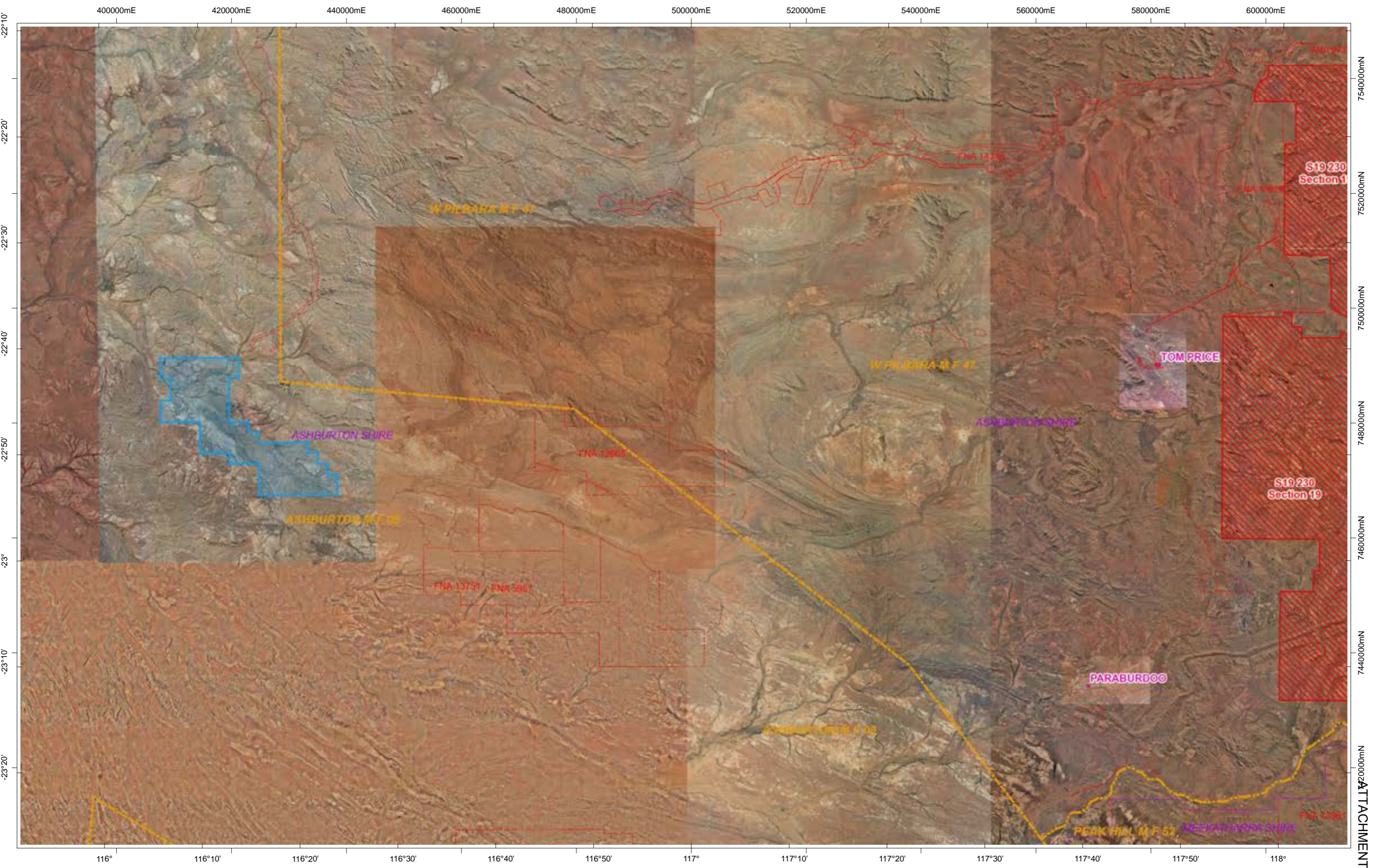
KINGFISHER MINING LTD
AUSTWIDE MINING TITLE MANAGEMENT PTY LTD, C/- AUSTWIDE MINING TITLE MANAGEMENT PTY LTD,
PO BOX 1434, WANGARA, WA, 6947, xxxxxxxx@austwidemining.com.au, xxxxxxx400

DESCRIPTION

Type	Start Date	No. of Blocks	Remaining Blocks	
			Million Plan	Graticules Primary Blocks
Applied For	21/12/2020	96	HAMERSLEY RANGE	2330 ghjkmnopstuxyz
			HAMERSLEY RANGE	2331 fghjlmnoqrsvwx
			HAMERSLEY RANGE	2402 bcdeghjk
			HAMERSLEY RANGE	2403 abcdefghlmnopqrstuvwxyz
			HAMERSLEY RANGE	2404 qvwxyz
			HAMERSLEY RANGE	2405 v
			HAMERSLEY RANGE	2475 de
			HAMERSLEY RANGE	2476 abcdeghjkmnoprstu
			HAMERSLEY RANGE	2477 abfghlmnoqrst

SHIRE DETAILS

Shire	Shire No	Start	End	Area
ASHBURTON SHIRE	250	21/12/2020		96.00000 BL



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MINING TENEMENT SUMMARY REPORT

MINING LEASE 47/1610

Status: Pending

TENEMENT SUMMARY

Area: 6,412.00000 HA **Death Reason :**
Mark Out : 10/11/2020 09:52:00 **Death Date :**
Received : 11/11/2020 12:01:00 **Commence :**
Term Granted :

CURRENT HOLDER DETAILS

Name and Address

FMG PILBARA PTY LTD
FMG PILBARA PTY LTD, C/- ACQUISITIONS AND TENEMENTS DEPARTMENT, PO BOX 3379 HAY STREET,
EAST PERTH, WA, 6004

DESCRIPTION

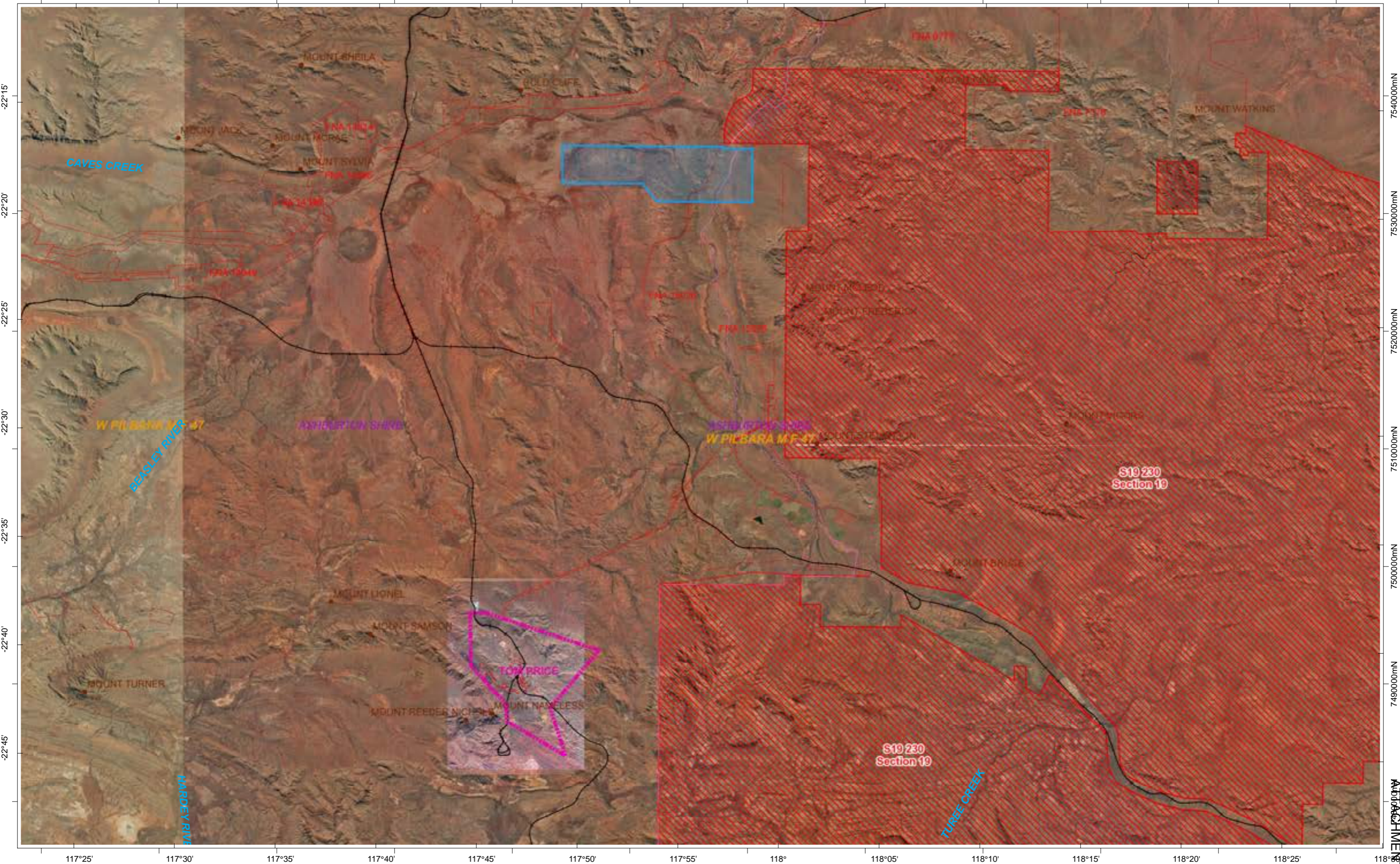
Locality: HAMERSLEY
Datum: GDA94 MGA Z50 Datum situated at 584269.05 mE
 7535730.34 mN Then to 597867.96 mE 7535650.92
 mN Then to 597867.03 mE 7535503.80 mN Then to
 600402.72 mE 7535487.62 mN Then to 600240.41 mE
 7530947.98 mN Then to 592243.61 mE 7530998.76
 mN Then to 591101.61 mE 7532527.91 mN Then
 to 584251.81 mE 7532542.86 mN Back to Datum at
 584269.05 mE 7535730.34 mN
Boundary: FMG -HAMERSELY

Area :	Type	Dealing No	Start Date	Area
	Applied For		10/11/2020	6,412.00000 HA

SHIRE DETAILS

Shire	Shire No	Start	End	Area
ASHBURTON SHIRE	250	11/11/2020		6,411.89815 HA

540000mE 550000mE 560000mE 570000mE 580000mE 590000mE 600000mE 610000mE 620000mE 630000mE 640000mE 650000mE



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MINING TENEMENT SUMMARY REPORT

MINING LEASE 47/1611

Status: Pending

TENEMENT SUMMARY

Area: 3,784.00000 HA **Death Reason :**
Mark Out : 10/11/2020 08:25:00 **Death Date :**
Received : 11/11/2020 13:46:06 **Commence :**
Term Granted :

CURRENT HOLDER DETAILS

Name and Address

FMG PILBARA PTY LTD

ACQUISITIONS AND TENEMENTS DEPARTMENT, ACQUISITIONS AND TENEMENTS DEPARTMENT, PO
BOX 3379 HAY STREET, EAST PERTH, WA, 6004, xxxxxxxxxxxxxxxxxxxx@fmgl.com.au

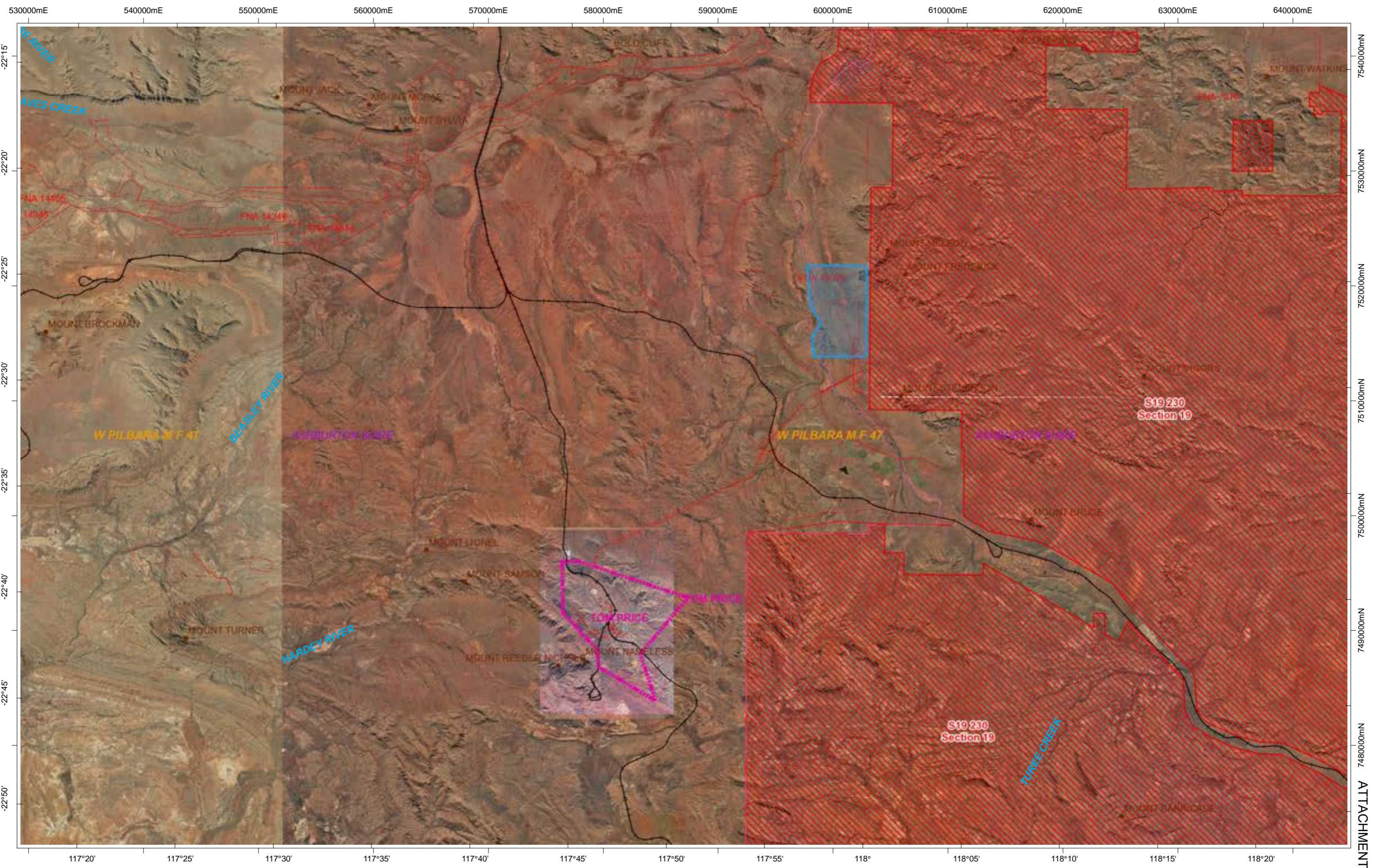
DESCRIPTION

Locality: FMG - Hamersley
Datum: GDA94 MGA Z50 Datum situated at 602927.18mE
7521740.02mN
Boundary: Then to 602874.40mE 7513819.70mN Then to
598276.93mE 7513821.74mN Then to 598131.72mE
7515612.82mN Then to 598941.84mE 7516754.15mN
Then to 597975.89mE 7518152.53mN Then to
597683.60mE 7521755.23mN Back to the datum at
602927.18mE 7521740.02mN

Area :	Type	Dealing No	Start Date	Area
	Applied For		10/11/2020	3,784.00000 HA

SHIRE DETAILS

Shire	Shire No	Start	End	Area
ASHBURTON SHIRE	250	11/11/2020		3,783.87419 HA



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MINING TENEMENT SUMMARY REPORT

MINING LEASE 08/532

Status: Pending

TENEMENT SUMMARY

Area: 18,676.05000 HA **Death Reason :**
Mark Out : 16/12/2020 16:40:00 **Death Date :**
Received : 21/12/2020 14:50:00 **Commence :**
Term Granted :

CURRENT HOLDER DETAILS

Name and Address

K PLUS S SALT AUSTRALIA PTY LTD
MCMAHON MINING TITLE SERVICES PTY LTD, C/- MCMAHON MINING TITLE SERVICES PTY LTD, PO BOX
592, MAYLANDS, WA, 6931, xxxx@mmts.net.au, xxxxxxxxxxxx997

DESCRIPTION

Locality: URALA
Datum: GDA94 MGA Z50 Datum situated at 268383.36 mE
7581966.54 mN
Boundary: Then to 268216.49 mE 7582536.72 mN Then to
268980.96 mE 7582688.96 mN Then to 269063.12 mE
7582651.13 mN Then to 269245.68 mE 7582484.45
mN Then to 269309.18 mE 7582357.45 mN Then to
270269.62 mE 7580277.83 mN Then to 272341.32 mE
7578917.09 mN Then to 272324.74 mE 7577375.21
mN Then to 271611.04 mE 7576590.34 mN Then to
271742.46 mE 7567305.06 mN Then to 268290.92 mE
7565925.42 mN Then to 268450.67 mE 7563478.62
mN Then to 265100.40 mE 7560348.64 mN Then to
263296.42 mE 7560369.24 mN Then to 266895.42 mE
7564253.10 mN Then to 266257.17 mE 7564978.39
mN Then to 260262.45 mE 7565413.77 mN Then to
259455.46 mE 7573232.04 mN Then to 258840.45 mE
7573856.52 mN Then to 257013.76 mE 7574472.84
mN Then to 258091.02 mE 7574934.03 mN Then to
259783.13 mE 7574690.28 mN Then to 262677.04 mE
7578417.72 mN Then to 263886.62 mE 7582033.81 mN
Back to the datum at 268383.36 mE 7581966.54 mN

Area :	Type	Dealing No	Start Date	Area
	Applied For		16/12/2020	18,676.05000 HA

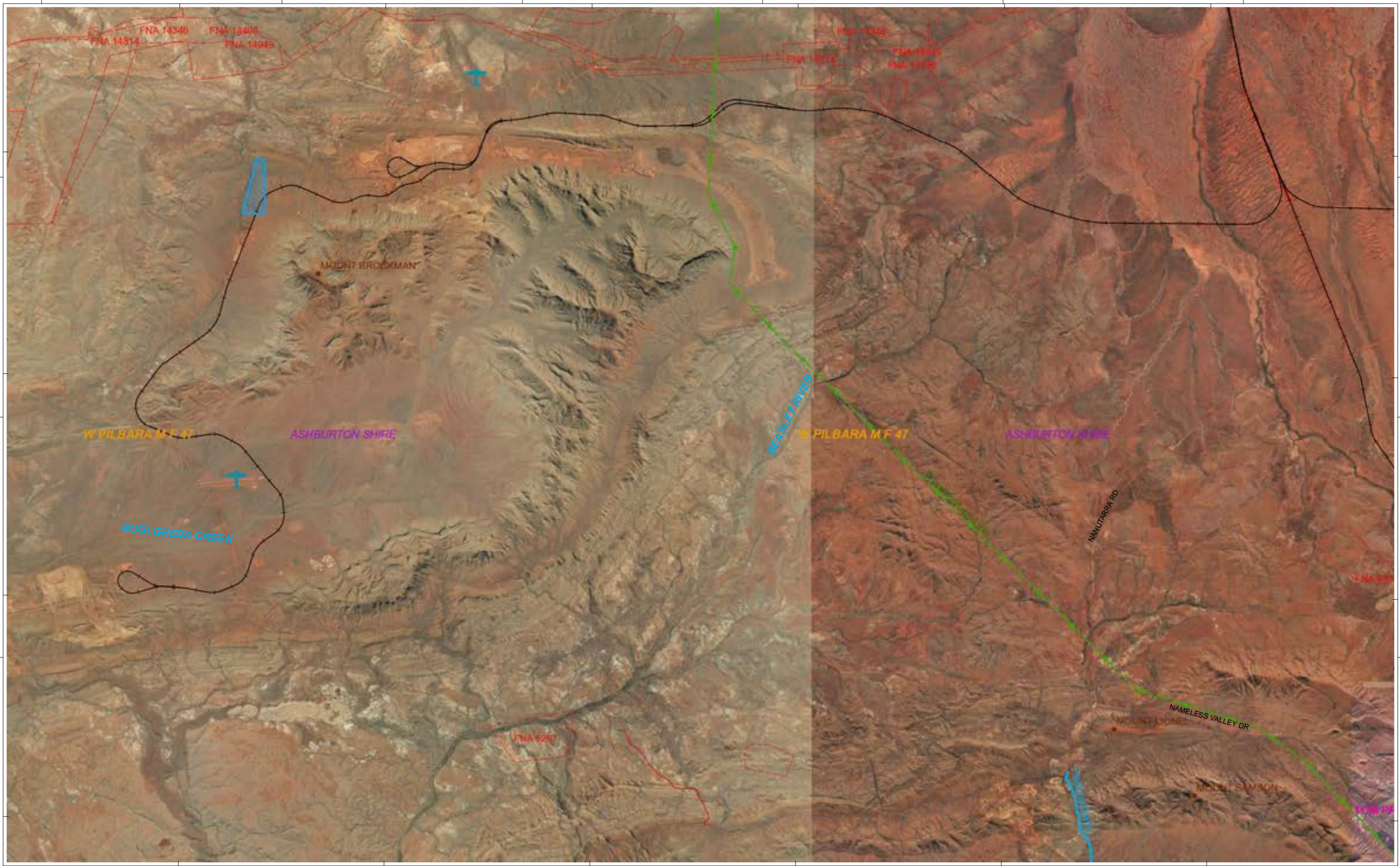
SHIRE DETAILS

Shire	Shire No	Start	End	Area
ASHBURTON SHIRE	250	21/12/2020		18,652.00019 HA

520000mE 530000mE 540000mE 550000mE 560000mE 570000mE

-22°25'
-22°30'
-22°35'
-22°40'

Nm000025L
Nm000015L
Nm000005L
ATTACHMENT 12.4

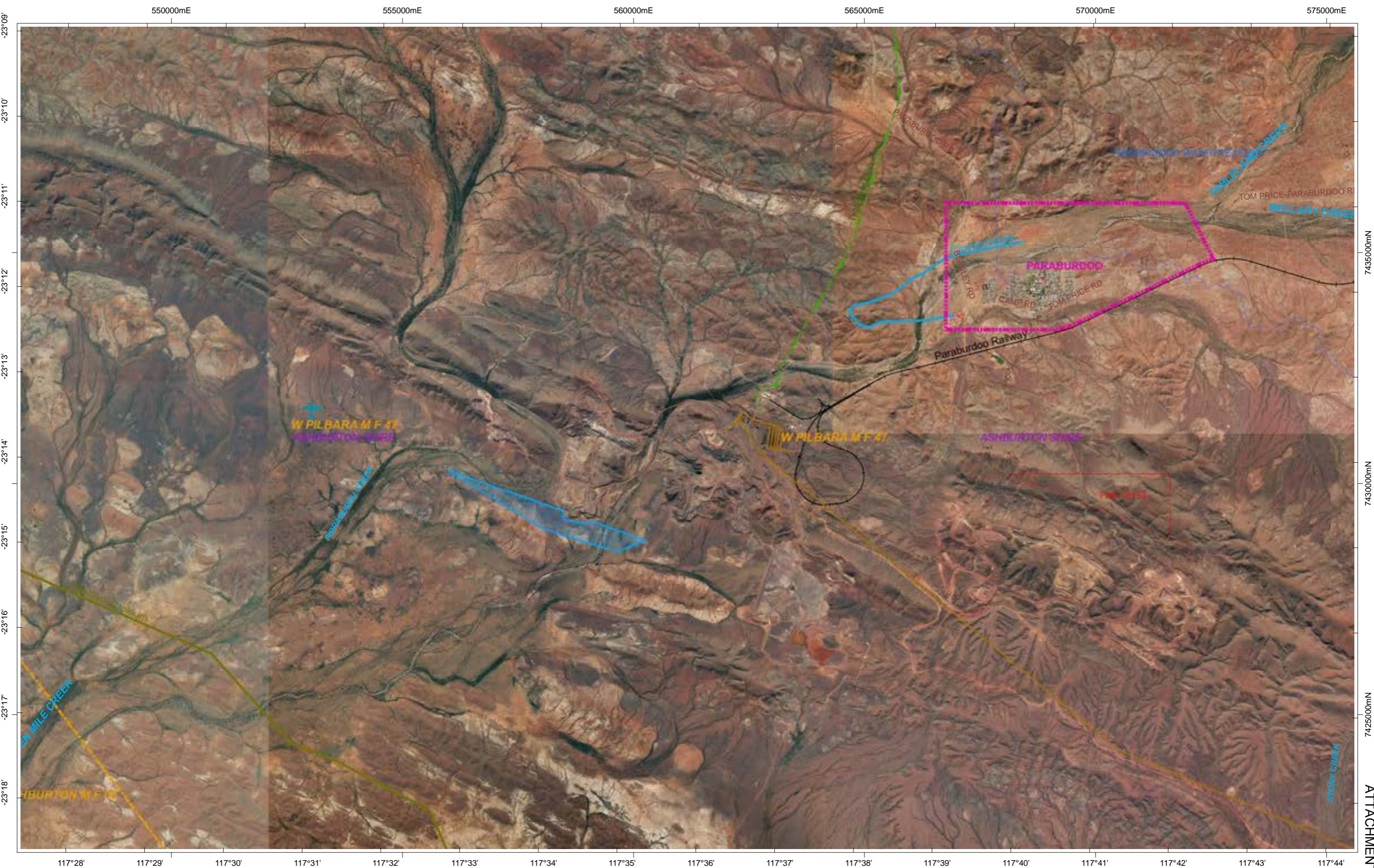


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SHIRE DETAILS

Shire	Shire No	Start	End	Area
ASHBURTON SHIRE	250	27/11/2020		144.91157 HA

- ▭ Pending Application
- ▭ Live Tenement
- ▭ Application over Live Tenement



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7435000mN
7440000mN
7445000mN
ATTACHMENT 12.4



MINING TENEMENT SUMMARY REPORT

MISCELLANEOUS LICENCE 08/220

Status: Pending

TENEMENT SUMMARY

Area: 1,615.83000 HA	Death Reason :
Mark Out : N/A	Death Date :
Received : 14/12/2020 16:28:20	Commence :
Term Granted :	

CURRENT HOLDER DETAILS

Name and Address

AMCI (IO) PTY LTD

API MANAGEMENT PTY LTD, PO BOX 7361, CLOISTERS SQUARE PO, WA, 6850, xxxx@apijv.com.au, xxxxx222

AQUILA STEEL PTY LTD

API MANAGEMENT PTY LTD, PO BOX 7361, CLOISTERS SQUARE PO, WA, 6850, xxxx@apijv.com.au, xxxxxxx222

DESCRIPTION

Locality: Warramboe Bore - Red Hill Station

Datum: Locality is in GDA94 Coordinates Zone 50, Red Hill Station Datum Point located at GDA94 Coordinates, Zone 50 at 7569447.148 mN 382414.341 mE

Boundary: From Datum 7569447.148 mN 382414.341 mE
Thence 7571224.002 mN 382401.429 mE Thence
7569837.302 mN 382904.076 mE Thence 7568957.539
mN 383380.902 mE Thence 7567982.137 mN
384473.9 mE Thence 7566434.053 mN 385524.786
mE Thence 7564808.357 mN 386798.924 mE Thence
7563758.04 mN 387367.268 mE Thence 7562949.831
mN 388362.535 mE Thence 7562930.589 mN
389240.012 mE Thence 7562500.949 mN 390379.608
mE Thence 7562264.391 mN 391420.468 mE Thence
7561997.583 mN 392302.06 mE Thence 7562108.03
mN 395328.986 mE Thence 7561805.66 mN 396468.846
mE Thence 7562196.537 mN 398443.451 mE Thence
7562675.043 mN 399815.438 mE Thence 7562570.203
mN 400019.004 mE Thence 7562418.106 mN 400260.9
mE Thence 7562048.448 mN 400546.914 mE Thence
7561662.631 mN 400829.971 mE Thence 7561460.177
mN 400979.32 mE Thence 7561115.524 mN 401234.539
mE Thence 7561322.808 mN 400251.444 mE to north
East corner of E08/3078 Thence 7561311.593 mN
398496.515 mE identical to northern boundary of
E08/3078 Thence 7561303.965 mN 397319.92 mE
identical to northern boundary of E08/3078 Thence
7561277.725 mN 393371.711 mE identical to northern
boundary of E08/3078 Thence 7561493.099 mN

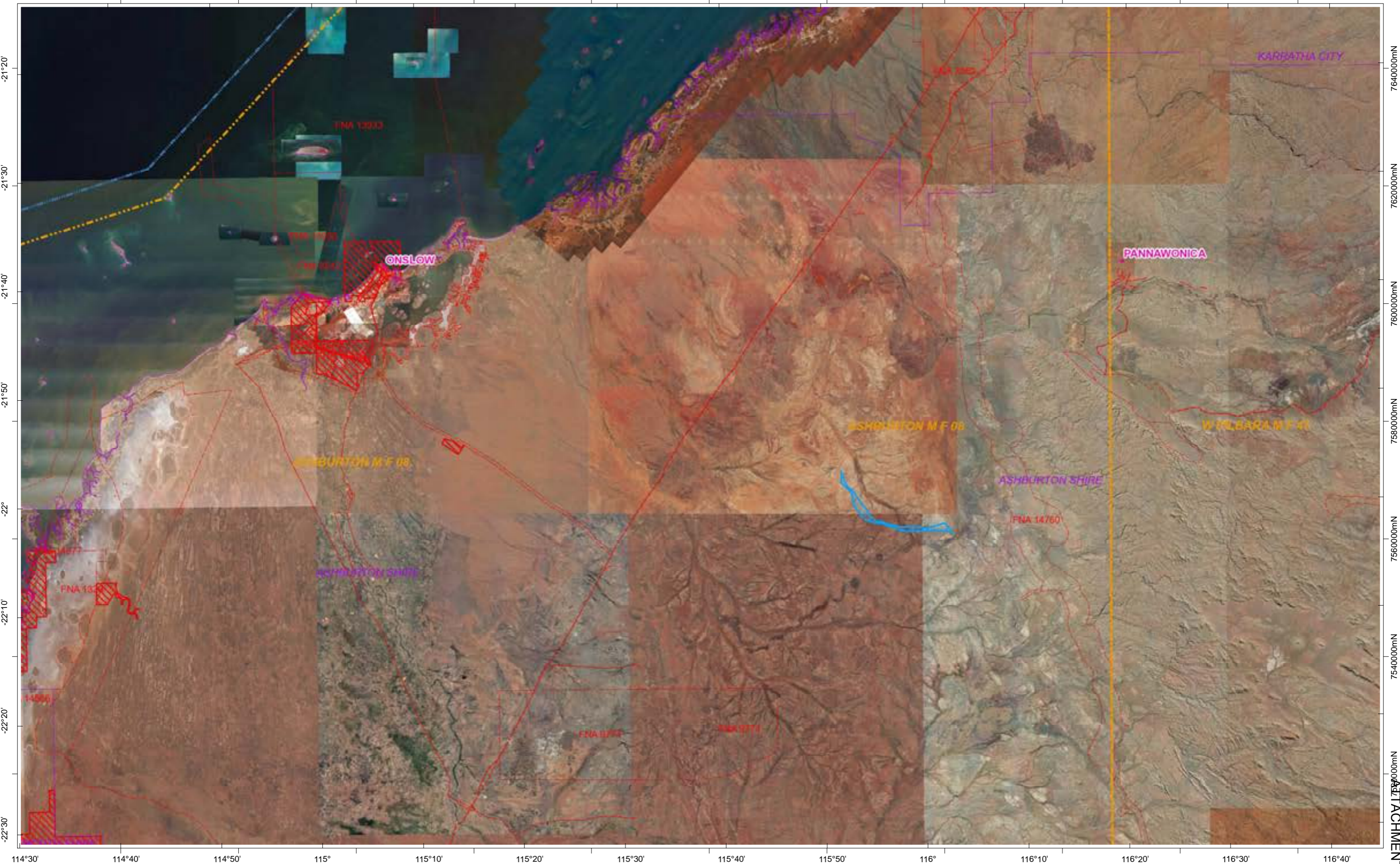
392263.301 mE Thence 7561932.357 mN 391423.811
 mE Thence 7562214.005 mN 390285.528 mE Thence
 7562631.792 mN 389181.943 mE Thence 7562652.301
 mN 388308.109 mE Thence 7563214.732 mN 386550.45
 mE Thence 7563879.834 mN 385827.299 mE Thence
 7564757.875 mN 385176.653 mE Thence 7565609.341
 mN 384485.867 mE Thence 7567668.907 mN
 384212.804 mE Thence 7567966.079 mN 384041.406
 mE Thence 7568750.784 mN 383162.122 mE Thence
 7568757.862 mN 383154.717 mE Thence 7568765.429
 mN 383147.812 mE Thence 7568770.501 mN
 383143.679 mE Thence 7568775.749 mN 383139.771
 mE Thence 7568781.162 mN 383136.096 mE Thence
 7568786.731 mN 383132.66 mE Thence 7568790.182
 mN 383130.695 mE Back to Datum 7569447.148 mN
 382414.341 mE

Area :	Type	Dealing No	Start Date	Area
	Applied For		14/12/2020	1,615.83000 HA

SHIRE DETAILS

Shire	Shire No	Start	End	Area
ASHBURTON SHIRE	250	14/12/2020		1,615.83085 HA

260000mE 280000mE 300000mE 320000mE 340000mE 360000mE 380000mE 400000mE 420000mE 440000mE 460000mE

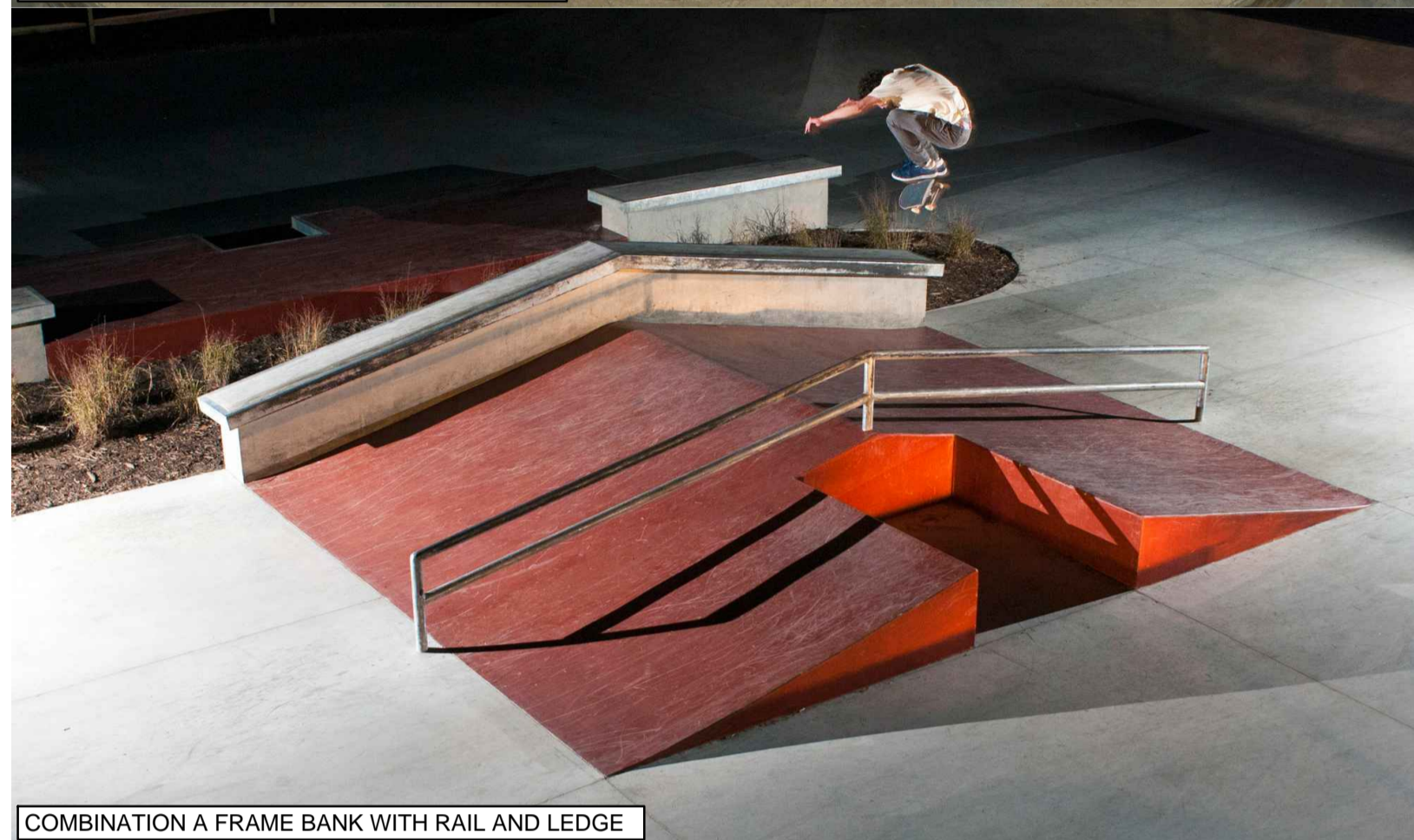


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LINEAR STREET LINE WITH TURN AROUND OP



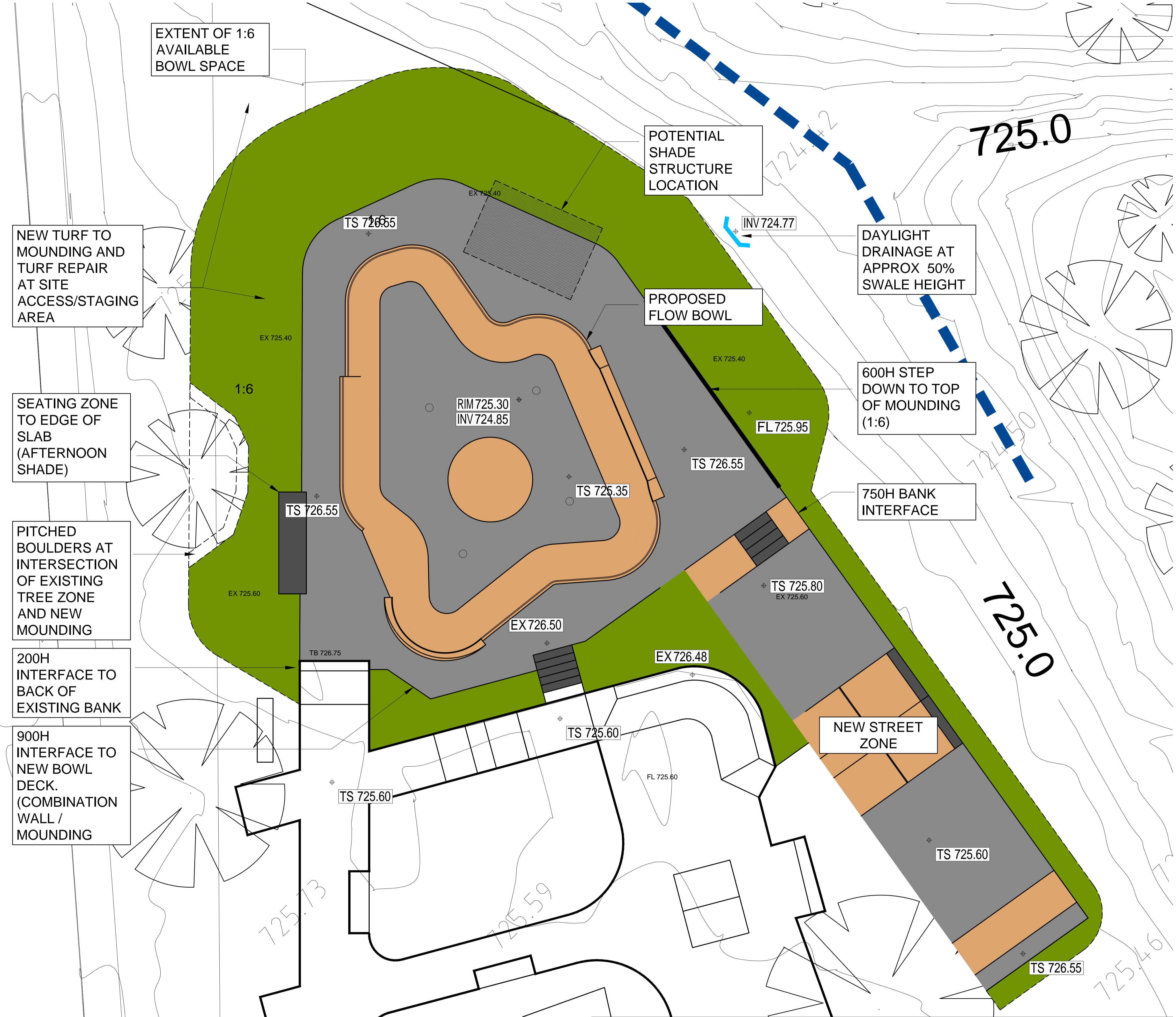
COMBINATION A FRAME BANK WITH RAIL AND LEDGE



COMBINATION STREET STYLE BANK AND STAIR SET WITH DOWN RAIL AND LEDGE



FLOW BOWL



NEW TURF TO MOUNDING AND TURF REPAIR AT SITE ACCESS/STAGING AREA

SEATING ZONE TO EDGE OF SLAB (AFTERNOON SHADE)

PITCHED BOULDERS AT INTERSECTION OF EXISTING TREE ZONE AND NEW MOUNDING

200H INTERFACE TO BACK OF EXISTING BANK

900H INTERFACE TO NEW BOWL DECK. (COMBINATION WALL / MOUNDING)

EXTENT OF 1:6 AVAILABLE BOWL SPACE

POTENTIAL SHADE STRUCTURE LOCATION

PROPOSED FLOW BOWL

DAYLIGHT DRAINAGE AT APPROX 50% SWALE HEIGHT

600H STEP DOWN TO TOP OF MOUNDING (1:6)

750H BANK INTERFACE

NEW STREET ZONE



TOM PRICE SKATEPARK EXPANSION

DETAILED DESIGN PROCESS - CONCEPT OPTION 2
19.11.2020

SCALE 0 1 2 3 4 5m



Subject: Proposal submission - Onslow Aquatic Centre.

Good morning Mr Donohoe and Mr Price,

I am First Class Constable Angus Firth of Onslow Police Station and I'm contacting you today on behalf of WA Police Force and the Onslow Youth at Risk Committee.

This email relates to two proposals that have been discussed between Onslow Police and other stakeholders at the most recent Onslow Youth at Risk Committee meeting.

Issues have been raised surrounding the apparent increase in the number of incidents at the Onslow Aquatic Centre (OAC). Through discussion and investigation, it has become evident that all of these incidents involve unaccompanied children over the age of 10 years and under the age of 15 years.

This year to date, there have been six (6) incidents logged on our dispatch system that have originated from the OAC. Five (5) of these incidents have occurred within the last three (3) months. It's apparent these incidents are increasing in frequency and severity. The most recent incident police attended involved a staff member being assaulted with rocks and threats made towards other patrons of the pool, OAC staff and police.

In most, if not all, instances there were no parents or guardians present during these incidents.

The OAC adheres to the 'Watch Around Water', RLSSA Guidelines for Safe Pool Operations and 'Code of Practice for the Design, Construction, Operation, Management & Maintenance of Aquatic Facilities (January 2020)' supervision policies, however, these policies are the minimum standard and allow for the operator of the OAC to raise the minimum age of an unaccompanied child above 10 years of age.

Our first submission is for the minimum age of an unaccompanied child into Onslow Aquatic Centre be raised from 10 years of age to 14 years of age.

We understand that a large section of the OAC's patrons fit into this category while only a small percentage of unaccompanied children are causing issues, however, this increase in age would ensure that there would be more adult supervision at the OAC amongst these children. With more adult supervision present the likelihood of these incidents being diffused immediately increases exponentially.

Additionally, it's unfair to place the OAC staff on duty in a position where they have to resolve conflicts between unaccompanied children which are becoming increasingly violent. This level of conflict resolution is likely out of their remit/skill set and exposes them to unnecessary risk. Having parents/guardians present for children under 14 years of age places the onus back on them to supervise and resolve any conflict that may arise.

We further submit that **all** unaccompanied children leave the OAC at or before 6:30pm.

This proposal relates primarily to children's safety and wellbeing after they have left the OAC. Whilst this submission doesn't ensure that unaccompanied children will go directly home, it does prevent a situation where unaccompanied children are left outside the OAC after dark or upon its closure with no means of getting home other than walking.

Whilst Onslow is a small town and unaccompanied children commonly walk to and from locations without adult supervision, the risk to unaccompanied children after sunset is significantly higher. Having unaccompanied children leave the OAC during daylight hours somewhat mitigates this risk.

Please take the time to consider these proposals. We welcome any feedback, discussion and dialogue that arise from this submission.

Feel free to contact myself or the Officer In Charge of Onslow Police Station Sergeant Oliver Lund with any questions, queries or doubtful points.

Regards,

Angus (Gus) Firth

Onslow Police Station



Maintenance and condition report

Transportable building Paraburdoo waste facility

NOVEMBER 20

Shire of Ashburton

Practitioners name: Daniel Wallace



Building maintenance and condition audit

The table identifies the general building characteristics and material as well as limited commentary on their condition and serviceability state.

General building and structural elements

Item	Building element	Inspection and condition	Commentary
1	Footings	Temporary brick footings	Very poor condition Building is not properly supported.
2	Floor structure	Steel I beams, timber floor joist, ply floor sheeting	Due to poor footings floor beams have deformed severely
3	Floor material	Ply floor sheeting with floor covering	Serviceable condition
4	Wall structure	Timber wall frame	Timber framed wall likely deformed
5	Internal Wall material/finish	Plaster wall cladding	Plaster is split and cracked in a number of locations due to improper relocation, handling and transport
	External wall material/finish	Steel sheet cladding	Poor condition – several parts of the external cladding are damaged and in need of repair
6	Roof structure	Unknown	Unable to inspect
7	Ceiling material	Plaster ceiling cladding	Fair condition
8	Roof material	Steel sheet cladding	Roof cladding is damaged in a number of locations and could be source for water ingress
9	Electrical fittings/services	Generic installations and fittings	Not connected
10	Water fittings/services	Services to sanitary facilities and kitchen	Not connected
11	Gas fittings/services	NA	NA
12	Appliances	Split air conditioners	Unable to inspect
13	Building attachments	NA	NA
14	Ancillary buildings	NA	NA

4.2 Specific items

Priority reference

- 1 – Immediate.** The building element is crucial to the buildings structural integrity or occupant life safety.
- 2 – Moderate.** If not repaired, the building element may fail within 5 years causing structural failure or injury
- 3 – Low.** The building element is not structural or will not have an effect on structural elements and relates to the buildings' function only.

Specific items

The building is supported structurally by heavy Universal Beams resting on common brick footings founded on natural ground. The UB had deformed due to incorrect footings.

Priority: 1



Figure 1. Structural beam with large deflection

The building, in transport, has not been handled appropriately. It is likely that the timber framing has moved or pulled apart, evident from the plaster cracking throughout the building.

Priority: 2



Figure 2. Cracking of internal plaster

The building, in transport, has not been handled appropriately. Windows and doors are misaligned.

Priority: 2



Figure 3. Misalignment of windows

External cladding is damaged to both walls and roof material likely allowing water ingress.

Priority: 2



Figure 4. Damage to external cladding



Figure 5. Damage to external cladding



Government of **Western Australia**
 Department of **Transport**
Maritime

Mr Kenn Donohoe
 Shire of Ashburton
 PO Box 20
 ONSLOW WA 6710

Dear Mr Donohoe

**Recreational Boating Facilities Scheme (RBFS) Round 25
 Funding Agreement for Onslow Community Boating Precinct – Planning for the
 Relocated Boat Launching Facility**

Congratulations on your successful application for grant funding from the RBFS. The Minister for Transport recently sent a letter advising the Shire of its success and outlining the conditions of the grant.

As noted in the RBFS Guidelines, a formal agreement setting out the terms of the grant is required. This agreement is to ensure that funds are spent in accordance with the project details in your application and it will be required for auditing purposes.

Attached is a copy of the Funding Agreement which has been signed by the Minister's delegate and witnessed. Please check the accuracy of the project information in the Schedule, pages 14 and 15, and contact Larry Adams if any corrections or alterations are necessary.

The Agreement must be co-signed by the authorised delegates of the council, usually the Mayor/President and the Chief Executive Officer, once they have reviewed the document.

Please ensure: -

- On page 17 the document is signed, the common seal affixed and dated.
- A signed copy is emailed to me by 12 February 2021. Keep a copy for your ongoing reference and record.

If you have any enquiries, please contact Larry Adams - Manager Infrastructure Planning, on 0408 954 752 or via email to RBFS@transport.wa.gov.au.

Yours sincerely

Maureen Black

Maureen Black
 Grants Officer

21 January 2021

Recreational Boating Facilities Scheme
Funding Agreement
for Planning Project

BETWEEN

THE MINISTER FOR TRANSPORT

AND

SHIRE OF ASHBURTON

FOR

ONSLOW COMMUNITY BOATING PRECINCT

PLANNING FOR THE RELOCATED BOAT LAUNCHING

FACILITY

ROUND 25

2020

THIS AGREEMENT is made BETWEEN the **Minister for Transport** C/o Dumas House, West Perth ("the Minister")

AND the **Shire of Ashburton** of 29 Second Avenue, ONSLOW ("the Grantee")

RECITALS:

- A. The Minister for Transport, a body corporate pursuant to section 8 of the *Marine and Harbours Act 1981*, has implemented the Recreational Boating Facilities Scheme ("RBFS"), a scheme under which the Minister will make grants to eligible authorities in order, amongst other things, to contribute to the cost of planning for recreational boating facilities.
- B. The Grantee has applied to the Minister for a grant of funds by the Minister to the Grantee in accordance with the RBFS.
- C. The Minister has agreed to provide funds to the Grantee on the terms and conditions contained in this agreement.

OPERATIVE PROVISIONS

1. DEFINITIONS AND INTERPRETATION

- 1.1 In this agreement, unless the contrary intention appears, the following words have the following meanings:

Actual Component Cost means, in relation to any Component, the amount expended in respect of that Component in order to achieve Completion of the Project.

Actual Project Cost means the total amount expended in order to achieve Completion of the Project.

Approved Project Program means the Project information, which has been approved by the Minister in accordance with clause 4.1.2.

Business Day means a day (not being a Saturday or a Sunday) when banks are open for banking business in Perth, Western Australia.

Completion means when the Resulting Documents have been supplied to, and accepted by, the Minister.

Completion Certificate means a signed certificate as set out in Item 11 of the Schedule.

Component means a part of a Component Project described in Item 6 of the Schedule.

Component Project means a Project where certain portions of the Grant are to be used only for certain parts of the Project described in Item 6 of the Schedule.

Estimated Component Cost means, in relation to any Component, the estimated amount to be expended in respect of that Component in order to achieve Completion of the Project, as set out in Item 6 of the Schedule.

Estimated Project Cost means the estimated amount to be expended in respect of the Project in order to achieve Completion of the Project, as set out in Item 2 of the Schedule.

Event means the occurrence of any one or more of the following:

- (a) loss of property;
- (b) destruction of property;
- (c) damage to property;
- (d) injury;
- (e) death; and
- (f) illness.

Event of Default means an event of default described in clause 9.1.

Grant means the amount set out in Item 1 of the Schedule. The grant amount is expressed as GST exclusive.

Grantee's Contribution means a contribution to the Project made by the Grantee as set out in clause 3.2.

Project means the project named in Item 3 and the Project Specific Requirements described in Item 4 of the Schedule.

Resulting Documents means the documents that constitute or record (as applicable) the outcome of the Project, in format and detail acceptable to the Minister.

Schedule means the Schedule to this agreement.

1.2 In this agreement, unless the contrary intention appears:

- (a) the word "person" includes a firm, a body corporate, an unincorporated association and an authority;
- (b) the singular includes the plural and vice versa;
- (c) a reference to a person includes a reference to the persons, successors, substitutes (including without limitation, persons taking by novation), assigns, executors and administrators;
- (d) an agreement, representation or warranty on the part of two or more persons binds them jointly and severally;
- (e) an agreement, representation or warranty in favour of two or more persons is for the benefit of them jointly and severally;
- (f) a reference to any thing is a reference to the whole and each part of it and a reference to a group of persons is a reference to all of them collectively, to any two or more of them collectively and to each of them individually;
- (g) a reference to a clause, paragraph or Schedule is a reference to a clause, paragraph or Schedule of this agreement;
- (h) a reference to an accounting term is to be interpreted in accordance with accounting standards under the Corporations Law and, if not inconsistent

with those accounting standards, generally accepted principles and practices in Australia consistently applied by a body corporate or as between bodies corporate over time; and

- (i) a reference to a statute, ordinance, code or other law includes regulations and other instruments under it and consolidations, amendments, re-enactments or replacements of any of them.

1.3 Headings are inserted for convenience and do not affect the interpretation of this agreement.

2. PROVISION OF THE GRANT

The Minister agrees to provide the Grant (as reduced by any deductions made in accordance with clauses 3.3, 3.4.1(b) and 3.4.2) to the Grantee at the times and in the manner set out in Item 5 of the Schedule.

3. USE, CONTRIBUTION AND REDUCTION OF THE GRANT

3.1 Use of the Grant

The Grantee may use the Grant only for the purpose set out in Item 6 of the Schedule and for no other purpose.

Where the Project is a Component Project, the Grantee may use the Grant:

- (a) only for the purposes set out in Item 6 of the Schedule;
- (b) only in relation to the Components; and
- (c) in relation to each Component, only in an amount up to the amount set out in Item 6 of the Schedule in relation to that Component.

3.2 Contribution

3.2.1 Where the Project is not a Component Project, the Grantee must make a Grantee's Contribution to the cost of the Project of the amount set out at Item 6 of the Schedule.

3.2.2 Where the Project is a Component Project, the Grantee must make a Grantee's Contribution to the cost of each Component of the amounts set out in the table at Item 6 of the Schedule.

3.2.3 The Grantee's Contribution can include:

- (a) contributions from any other source including, without limiting the generality thereof, State Government Departments; and
- (b) in-kind contributions of materials and labour directly attributable to the Project.

3.2.4 The inclusion and value of in-kind contributions as part of the Grantee's Contribution shall be determined by the Minister, after receipt of a statement detailing in-kind contributions and the Grantee's assessment of their value and reasons why they should be recognised by the Minister as part of the Grantee's Contribution. The

statement shall be included in the report referred to in clause 4.2(b) or attached to the statement referred to in clause 4.3(a).

3.2.5 If, when Completion of the Project has been achieved:

- (a) where the Project is not a Component Project, the Actual Project Cost exceeds the Estimated Project Cost; or
- (b) where the Project is a Component Project, the Actual Component Cost relating to a Component exceeds the Estimated Component Cost relating to that Component;

the Minister and the Grantee agree that the Grantee's Contribution will be increased by the amount of that excess.

3.3 Reduction of the Grant

If, when Completion of the Project has been achieved:

- (a) where the Project is not a Component Project, the Estimated Project Cost exceeds the Actual Project Cost; or
- (b) where the Project is a Component Project, the Estimated Component Cost relating to a Component exceeds the Actual Component Cost relating to that Component;

the Minister and the Grantee agree that the Grant, or the Grant Amount for that Component will be reduced by the *pro rata* amount of that excess.

If payment of the Grant or the Grant Amount for that Component has been made to the Grantee, the Grantee will immediately refund the *pro rata* amount of that excess to the Minister.

3.4 Failure to make a Grantee's Contribution

3.4.1 If the Grantee does not make a Grantee's Contribution:

- (a) where the Project is not a Component Project, the Grant will be cancelled; or
- (b) where the Project is a Component Project, the Grant will be reduced by the Maximum Grant Amount set out in Item 6 of the Schedule in relation to that Component.

3.4.2 If the Grantee only makes part of a Grantee's Contribution, the Grant will be reduced in the same proportion as the shortfall bears to the contribution actually made by the Grantee.

3.4.3 If either clause 3.4.1 or 3.4.2 apply and any part of the Grant has been paid to the Grantee, the Grantee will immediately upon demand by the Minister, refund to the Minister the moneys (if any) in excess of the Grantee's amended entitlement to the Grant.

4. INFORMATION TO BE PROVIDED TO THE MINISTER

4.1 Prior to commencement of the Project

4.1.1 Prior to the commencement of the Project, the Grantee must provide to the Minister for the Minister's approval the following:

- (a) a document that sets out the activity or activities that constitute the Project;
- (b) a schedule setting out:
 - (i) the expected progress of the Project from commencement to Completion; and
 - (ii) the dates on which the Grantee anticipates that it will request payment of the Grant to it in accordance with clause 2;
- (c) all items and information described in Item 7.1 of the Schedule (if any); and
- (d) all other items and information which the Minister reasonably requests.

4.1.2 The Minister may:

- (a) approve; or
- (b) refuse to approve; or
- (c) request that the Grantee alter any detail in respect of;

the information provided to the Minister in accordance with clause 4.1.1. All information received and approved (whether with or without modification) by the Minister in accordance with this clause 4 will become, when approved, the Approved Project Program.

4.1.3 The Grantee agrees that;

- (a) subject to clause 4.1.4, and within the time specified by the Minister, it will alter any detail in respect of the Project which the Minister reasonably requests be altered; and
- (b) it will ensure that the Project is not commenced until the Minister receives and approves (whether with or without modification) all information required to be provided to the Minister under clause 4.1.1.

4.1.4 If the Minister requests that the Grantee alter a detail in respect of the Project, the Grantee may give notice to the Minister that, if the Minister does not approve the information provided to the Minister in accordance with clause 4.1.2 without alteration to that detail, within a period specified in the notice (which period must be not less than 10 Business Days after the date on which the Minister receives the notice), this agreement will terminate.

4.1.5 The word "commencement" in clause 4.1.1 and the word "commenced" in clause 4.1.3(b) do not include any preliminary design work, cost estimates or community consultations, unless it is expressly stated in Item 3 or 4 of the Schedule to be the Project or part of the Project.

4.2 Information to be provided to the Minister during the course of the Project

The Grantee agrees with the Minister that the Grantee will:

- (a) keep proper and up-to-date records in respect of the progress of the Project and all expenditure in connection with the Project and allow any agent, employee or representative of the Minister to inspect those records; and
- (b) provide to the Minister every 6 months or as otherwise requested by the Minister within 10 Business Days of such request, a report which details the Project; and
 - (i) expenditure which has been incurred to date in connection with the Project and, where the Project is a Component Project, each Component of the Project; and
 - (ii) the expected date of Completion.

4.3 Information to be provided to the Minister on completion of the Project

The Grantee agrees to provide to the Minister within 20 Business Days of Completion of the Project:

- (a) a financial statement (GST exclusive) which sets out the Actual Project Cost and, where the Project is a Component Project, the Actual Component Cost of each Component;
- (b) a Completion Certificate as set out in Item 11;
- (c) a copy of the Resulting Documents;
- (d) all items and information described in Item 7.2 of the Schedule (if any); and
- (e) all other items and information which the Minister reasonably requests.

5. APPROVED PROJECT PROGRAM

5.1 The Grantee agrees that it will ensure that the Project is:

- (a) carried out in accordance with the Approved Project Program; and
- (b) completed by the date set out in Item 8 of the Schedule ("Item 8") unless;
 - (i) notice is given by the Minister under clause 5.5.1, in which case, the date applied for by the Grantee; or
 - (ii) notice is given by the Grantee under clause 5.5.3, in which case, the alternative date specified in the notice under clause 5.5.2.

5.2 The Grantee agrees that it will:

- (a) not without the prior written consent of the Minister change any one or more aspects of the Approved Project Program; and

- (b) notify the Minister immediately upon becoming aware that any change or event has occurred which has caused or will or might cause any one or more aspects of the Approved Project Program to change.

- 5.3** (a) If the Grantee request in accordance with clause 5.2(a) that the Minister consent to a change in the Approved Project Program; and
- (b) if the Minister does not consent to that change; and
 - (c) if in the reasonable opinion of the Grantee, the Grantee will not be able to continue with the Project unless the relevant change is made to the Approved Project Program;

the Grantee may give notice to the Minister that, if the Minister does not consent within a period specified in the notice (which period must be not less than 10 Business Days after the date on which the Minister receives the notice), this agreement will terminate.

- 5.4** If, at any time, in the reasonable opinion of the Minister, a change occurs in the Approved Project Program such that the Approved Project Program is materially altered, the Minister may terminate this agreement with immediate effect.
- 5.5** If the Grantee becomes aware that the Project will not be, or is unlikely to be, completed by the date set out in Item 8 and it wishes to continue with the Project, it shall immediately, by notice to the Minister, apply for an amendment of the date set out in Item 8 to a date specified in the notice.
- 5.5.1** If the Minister consents to the amendment, the Minister shall give notice to the Grantee to that effect and Item 8 shall be deemed to have been amended accordingly.
- 5.5.2** If the Minister is prepared to consent to an amendment of the date set out in Item 8 but not to the date specified in the notice, the Minister shall give notice to the Grantee to that effect and specify an alternative date for completion of the Project.
- 5.5.3** If the Grantee agrees to the alternative date specified pursuant to clause 5.5.2, the Grantee shall give notice to the Minister to that effect and Item 8 shall be deemed to have been amended accordingly.
- 5.5.4** If the Minister is not prepared to consent to an amendment of the date set out in Item 8, the Minister shall give notice to the Grantee to that effect and Item 8 shall remain unamended.
- 5.6** Subject to clause 5.5, if the Grantee becomes aware that it will not be able to complete the Project by the date set out in Item 8, or that it does not wish to continue with the Project for any reason, including that it does not wish to accept the alternative date specified pursuant to clause 5.5.2, the Grantee shall immediately, by notice to the Minister, terminate this Agreement with immediate effect.
- 5.7** In the event that this agreement is terminated pursuant to this clause the Minister is under no obligation under this Agreement to provide the Grant or any balance of the Grant. The Minister may require that the Grantee repay to the Minister any money or portion thereof forming the Grant paid pursuant to this Agreement and to pay to the

Minister the sum of any costs incurred by the Minister as a result of the termination, including the cost of completing the Project where this is, in the opinion of the Minister, necessary.

6. INSPECTION AND AUDIT OBLIGATIONS

- 6.1** The Grantee agrees to allow and assist the Minister or any agent, employee or representative of the Minister to determine whether the Grantee is complying with the terms of this agreement.
- 6.2** The Grantee agrees, upon the request of the Minister, to appoint a person who is accredited as a chartered accountant or a certified practicing accountant to conduct an audit at the Grantee's cost in respect of expenditure in connection with the Project and to provide a report of the results of that audit to the Minister.

7. GRANTEE'S COVENANTS

The Grantee agrees that:

- (a) it will ensure that the Project is completed in a competent, efficient and safe manner and that the quality of the work is of a high standard; and
- (b) it will immediately notify the Minister of a pending or threatened occurrence or any event which may cause or constitute a breach of representation, warranty or covenant made by the Grantee in this agreement.

8. GRANTEE'S REPRESENTATIONS AND WARRANTIES

The Grantee represents and warrants that:

- (a) it is duly authorised and has power to enter into and observe its obligations under this agreement;
- (b) its obligations under this agreement are valid and binding and are enforceable against it in accordance with its terms;
- (c) all officers, employees, agents and sub-contractors of the Grantee are conscientious and efficient and are capable of completing the Project in a competent and expeditious manner;
- (d) there is no litigation, arbitration or administrative proceedings currently taking place, pending or threatened against the Grantee which could have a materially adverse effect on its ability to perform under this agreement;
- (e) it is unaware of any act, matter, thing or circumstance by reason of which it would be unable to perform any obligation arising out of this agreement;
- (f) it has after diligent inquiry and investigation fully disclosed to the Minister all information which could reasonably be regarded as affecting in any way the Minister's decision to enter into this agreement; and
- (g) this agreement and performance under it in the reasonable contemplation of the parties does not violate any law regulation or government order or decree or any consent registration approval licence or permit or any agreement order or award binding on the Grantee.

9. EVENTS OF DEFAULT

9.1 An Event of Default occurs if:

- (a) the Project is not or, in the reasonable opinion of the Minister, it appears that the Project will not be, completed by the date set out in Item 8 of the Schedule; or
- (b) the Grantee does not use the Grant in accordance with clause 3.1; or
- (c) the Grantee breaches any provision of this agreement and, if that breach can be remedied, does not remedy that breach within 10 Business Days of receiving a notice of default from the Minister or within such longer period set out in the notice of default, or that default is not waived by the Minister; or
- (d) any representation or warranty made by the Grantee is found to be incorrect or misleading; or
- (e) a receiver is appointed to the income or other assets of the Grantee.

9.2 Upon the occurrence of an Event of Default, the Minister may by notice to the Grantee terminate this agreement with immediate effect.

9.3 Upon termination of this agreement (whether pursuant to clause 9.2 or otherwise) the Minister may require that the Grantee repay to the Minister any money or portion thereof which was provided by the Minister to the Grantee under the RBFS or in connection with the Project, whether pursuant to the provisions of this agreement or otherwise.

9.4 In addition to the repayment referred to in clause 9.3, the Minister may require the Grantee to pay to the Minister the sum of any costs incurred by the Minister as a result of the Grantee's default, including the cost of completing the Project where this is, in the opinion of the Minister, necessary.

10. INDEMNITY

10.1 The Grantee releases and indemnifies the Minister from and against all:

- (a) actions, proceedings, suits, claims and demands whatsoever which may be brought, made or prosecuted by any person against the Minister or the Minister's employees, agents or instrumentalities in respect of an Event arising out of or in connection with any or all of the Project, the Grant or this agreement; and
- (b) damages, costs and expenses for which the Minister or the Minister's employees, agents or instrumentalities may be liable or incur in defending or settling any action, proceeding, suit, claim or demand described in paragraph (a).

10.2 The indemnity in clause 10.1:

- (a) is a continuing obligation, separate and independent from the other obligations of the Grantee; and
- (b) survives termination of this agreement.

11. ACKNOWLEDGEMENT OF GRANT

The Grantee agrees that it will acknowledge the provision of the Grant by ensuring that it does the things set out in Item 9 of the Schedule.

12. RELATIONSHIP

The Minister and the Grantee acknowledge and agree that nothing in this agreement may be construed to make either of them a partner, agent, employee or joint venturer of the other.

13. NOTICES**13.1** A notice or other communication in connection with this agreement:

- (a) must be in writing;
- (b) may be given by an authorised officer of the Minister or the Grantee (as the case may be); and
- (c) must be sent by email or prepaid ordinary post to the address of the addressee, set out in Item 10 of the Schedule.

13.2 A notice or other communication takes effect from the time it is received, unless a later time is specified in the notice or communication. For the purposes of this clause 13.2, a letter is taken to be received on the third Business Day after posting.**14. WAIVER**

A provision of or a right created under this agreement may not be waived or varied except in writing signed by the party or parties to be bound.

15. GOVERNING LAW AND JURISDICTION

This agreement is governed by the law in force in Western Australia. Each party irrevocably and unconditionally submits to the non-exclusive jurisdiction of the courts of Western Australia and courts of appeal from them. Each party waives any right it has to object to an action being brought in those courts including, without limitation, by claiming that the action has been brought in an inconvenient forum or that those courts do not have jurisdiction.

16. COSTS

The Minister and Grantee agree that they will each meet their own costs, charges and expenses, in connection with the negotiation, preparation, execution and completion of this agreement but the Grantee agrees to pay any stamp duty imposed on this agreement.

17. GST

17.1 For the purposes of this clause 17:

- (a) "GST Law" has the meaning given to that term in the *A New Tax System (Goods and Services Tax) Act 1999*; and
- (b) the terms "GST", "supply" and "taxable supply" have the same meanings as in the GST Law.

17.2 The amount of the Grant is exclusive of GST.

17.3 If the Grantee becomes liable to pay GST on a supply which is the result of entering into obligations in respect of the Grant, the Minister must pay, in addition to the Grant, an amount equal to the amount of GST payable by the Grantee in respect of that part of the Grant applicable to that supply.

17.4 If the supply of anything made under this Agreement, other than the supply referred to in clause 17.3, is a taxable supply, the price of the supply shall be inclusive of GST.

18. DISPUTE RESOLUTION

If a dispute, controversy or claim arises out of or in connection with this agreement or breach, termination or invalidity thereof and if such dispute, controversy or claim cannot be settled and resolved through negotiation between the parties, then the parties agree to submit their dispute to mediation in accordance with, and subject to, The Institute of Arbitrators and Mediators Australia Mediation Rules.

19. ENTIRE AGREEMENT

This Agreement contains the entire agreement between the parties relating to the subject matter of this Agreement and supersedes any and all previous negotiations, undertakings, understanding, representations, warranties, agreements or indemnities, whether written or oral.

20. ANNOUNCEMENTS

20.1 The Minister may publish and/or use for marketing purposes details of the Grant, the Project and the Grantee.

20.2 The Grantee must obtain prior written approval from the Minister for all press releases, advertising, signage and other public announcements relating to the Project.

21. ASSIGNMENT

This Agreement shall not be assigned, transferred or dealt with in any way by the Grantee without the written consent of the Minister.

22. SEVERANCE

In the event that any provision of this Agreement is declared by any judicial or other competent authority to be void, voidable, illegal or otherwise unenforceable, the parties shall amend that provision in such reasonable manner as achieves the intention of the parties without illegality or, at the discretion of the Minister, it may be severed from the Agreement and the remaining provisions of the Agreement shall remain in full force and effect, unless the Minister in the Minister's discretion decides that the effect of such declaration is to defeat the original intention of the parties in which event the Minister shall be entitled to terminate the Agreement by giving one month's notice to the Grantee.

SCHEDULE

Item 1 – Grant *(clause 1.1)*

\$50,000 (Fifty thousand dollars)

Item 2 – Estimated Project Cost *(clause 1.1)*

\$66,670 (Sixty six thousand six hundred and seventy dollars)

Item 3 – Project *(clause 1.1)*

Onslow Community Boating Precinct – Planning for the Relocated Boat Launching Facility

Item 4 – Project Specific Requirements *(clause 1.1 "Project")*

To provide a design and cost estimate for stage 1 of the relocated boat launching facility.

Specific conditions for this grant are:

1. Resulting documents are provided to DoT in electronic format.

Item 5 – Manner in which the Grant is to be provided *(clause 2)*

The Minister will provide the Grant (as reduced by any deductions made in accordance with clauses 3.3, 3.4.1(b) and 3.4.2) to the Grantee:

- (i) subject to paragraph (ii), after the Minister has received the items which the Grantee is obliged to provide to the Minister under clause 4.3; and
- (ii) only if no Event of Default has occurred or, if an Event of Default has occurred, the Minister has waived that Event of Default.

Item 6 – Use of Grant and Grantee's Contribution *(clauses 3.1 and 3.2)*

This Grant is to be used for the Project as described in Items 3 and 4 of this Schedule and carried out in accordance with the Approved Project Program. This Project is not a Component Project.

The Grantee's Contribution, subject to clause 3.2.5, is \$16,670 (Sixteen thousand six hundred and seventy dollars).

Item 7 – Additional items and information**Item 7.1 – Prior to commencement of Project** *(clause 4.1.1(c))*

Evidence, acceptable to the Minister, in respect of the works, the subject of the Project that the land on which such works would or may be developed is:

Nil.

Item 7.2 – On completion of Project *(clause 4.3(d))*

Evidence, acceptable to the Minister, in respect of the works, the Subject of the Project that the land on which such works would or may be developed is:

Nil

Item 8 – Timing of Project *(clauses 5.1 and 5.5)*

Completion Date: 30 June 2022

Other significant Dates: Nil

Item 9 – Acknowledge of Grant *(clause 11)*

The Grantee must:

- (i) acknowledge in all press releases, advertising, signage and other public announcements throughout the life of the Project that a grant has been provided for the Project through the Recreational Boating Facilities Scheme; and
- (ii) ensure that the Resulting Documents contain the acknowledgement referred to in paragraph (i).

Item 10 – Address for Notices *(clause 13)*

The Minister for Transport:
 C/o Department of Transport
 Recreational Boating Facilities Scheme
 GPO C102
 PERTH WA 6839
 Email: RBFS@transport.wa.gov.au

The Grantee:
 Shire of Ashburton
 PO Box 20
 ONSLOW WA 6710
 Email: Chantelle.McGurk@ashburton.wa.gov.au

Item 11 – Completion Certificate *(clause 1.1)*

RECREATIONAL BOATING FACILITIES SCHEME

COMPLETION CERTIFICATE

FOR

Onslow Community Boating Precinct

We certify that Completion of the Project was achieved on In accordance with the funding agreement between the Minister for Transport and Shire of Ashburton, and that the Shire of Ashburton incurred expenditure of \$..... (GST exclusive) in carrying out the project

Signed on behalf of the Shire of Ashburton

CHIEF EXECUTIVE OFFICER

DIRECTOR OF FINANCE

MANAGER OF PROJECT

EXECUTED as an AGREEMENT

Signed this.....*21st*..... day of...*JANUARY*..... 2021 or and on behalf
of the Minister for Transport, as a Body Corporate by the authorised delegate:



.....
Director Maritime Planning

Corey Verwey
Delegate's Name

in the presence of:



.....
Witness's Signature

Maureen Black
Witness Name

THE COMMON SEAL OF THE
Shire of Ashburton
was hereunto affixed by the authority
of a resolution of the Council



on this..... day of..... 2021 in the presence of:

.....
Mayor/President's Signature

.....
Name

.....
Chief Executive Officer's Signature

.....
Name



Minister for Transport; Planning

Our ref: 72-30177

Cr Kerry White
 President
 Shire of Ashburton
 PO Box 567
 TOM PRICE WA 6751

Dear Cr White

RECREATIONAL BOATING FACILITIES SCHEME: ROUND 25 APPLICATION – ONSLOW COMMUNITY BOATING PRECINCT – PLANNING PROJECT

I am pleased to advise that a grant of \$50,000 has been approved for the project. The Recreational Boating Facilities Scheme Assessment Panel could not recommend funding for the works application for this project prior to a design being completed. However, the panel did acknowledge the importance of this project and recommended \$50,000 of grant funding be allocated for a planning study to produce a detailed design and associated tender cost estimate.

The Department of Transport (DoT) will administer the grant on my behalf, monitoring the project's progress and your compliance with the conditions.

The grant is subject to a Funding Agreement being executed and returned to DoT within two months of the date on the agreement's covering letter, or such later date as agreed in writing by DoT. If this condition is not met, my approval for this grant will lapse. The Funding Agreement will be sent to you in due course by DoT.

The grant is also subject to all the conditions in the agreement, including that specific to this project, resulting planning documents are provided to DoT in electronic format.

I look forward to hearing that this project has been successfully completed. Should you have any queries, please contact Ms Maureen Black, Grants Officer at DoT, on 0439 651 209 or at rbfs@transport.wa.gov.au.

Yours sincerely

**HON RITA SAFFIOTI MLA
 MINISTER FOR TRANSPORT**

22 DEC 2020