



Attachments

Ordinary Council Meeting

Tuesday, 8 November 2022

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Agenda Item 9.1.1 - Attachment 1

October Ordinary Council Meeting Unconfirmed Minutes



Unconfirmed Minutes

Ordinary Council Meeting
Tuesday, 11 October 2022

Date:	Tuesday 11 October 2022
Time:	1:00pm
Location:	Ashburton Hall, Ashburton Avenue, Paraburdoo
Distribution Date:	Friday 14 October 2022

Ordinary Council Meeting Minutes

11 October 2022



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

K Donohoe
Chief Executive Officer
14 October 2022

These minutes were confirmed by Council as a true and accurate record of proceedings at the Ordinary Council Meeting held on Tuesday 11 October 2022.

Presiding Member _____

Date _____

Disclaimer

The Shire of Ashburton warns anyone who has an 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 Council in respect of the application. No responsibility whatsoever is implied, or accepted, by the Shire of Ashburton for any act, omission, statement, or intimation occurring during a Council meeting.

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1 Declaration Of Opening

The Presiding Member declared the meeting open at 1:00pm.

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

Nil

3 Attendance

3.1 Present

Elected Members:	Cr K White Cr M Lynch Cr R De Pledge Cr L Rumble JP Cr A Sullivan Cr J Richardson Cr A Smith Cr T Mladenovic	Shire President (Presiding Member), Onslow Ward Deputy Shire President, Tom Price Ward Ashburton Ward Paraburdoo Ward Paraburdoo Ward Tableland Ward Tom Price Ward Tom Price Ward
Employees:	K Donohoe T Dayman S Kane T Matson C McGurk A Lennon J Murphy	Chief Executive Officer A / Director Corporate Services A / Director Infrastructure Director People and Place Director Projects and Procurement Manager Media and Communications Executive Assistant People and Place
Guests:	Nil	
Members of Public:	There were 4 members of the public in attendance at the commencement of the meeting.	
Members of media:	There were 0 members of the media in attendance at the commencement of the meeting.	

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3.2 Apologies

Cr Melanie Gallanagh

Pannawonica Ward

11 October 2022

3.3 Approved Leave Of Absence

Nil

4 Question Time**4.1 Response To Previous Public Questions Taken On Notice**

Nil

4.2 Public Question TimeM Tollic

Question: My family and I have used the little kids track at the Tom Price Lions Park and have seen the new pump track. I would like for this infrastructure to be replicated for the community of Paraburdoo. I have spoken to several community members through work, school and playgroup and this infrastructure would be greatly utilised by the whole community of Paraburdoo. I suggest near the skatepark or the Federation Park as these are central areas of the community with plenty of space and shade.

How can we get this to happen in Paraburdoo?

Shire President

Response: This can be considered as part of next year's annual budget. The Shire could consider funding this project from the Community Lifestyle and Infrastructure Plan (CLIP) or another funding body. The Shire is unable to commence this project until the annual budget is adopted however, planning may commence prior.

R Taniora

Question: Is the Shire going to get onboard and assist the swimming club in getting some club rooms? We previously had club rooms.

Shire President

Response: The Shire consists of four towns and we need to ensure that all towns have the required facilities. This can be considered for inclusion in the Long-Term Financial Plan as a future project however, the Shire will need to wait for funding. Once funding is secured, infrastructure can be provided to meet the community's needs.

5 Declaration By Members

5.1 Due Consideration By Councillors To The Agenda

Councillors noted they have given due consideration to all matters contained in this agenda.

5.2 Declaration Of Interest

A member who has an Impartiality, Proximity or Financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice, given to the Chief Executive Officer, prior to the meeting, or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest are disclosed –

No declarations of interest were submitted.

6 Announcements By The Presiding Member And Councillors Without Discussion

Nil

7 Petitions / Deputations / Presentations

7.1 Petitions

Nil

7.2 Deputations

Nil

7.3 Presentations

Nil

8 Applications for Leave of Absence

Council Decision 134/2022

Moved Cr L Rumble

Second Cr A Smith

That with respect to applications for leave of absence, Council grants a leave of absence to Cr Alana Sullivan for 8 November 2022.

Carried 8/0

9 Confirmation Of Minutes

9.1 Confirmation of Council Minutes

That with respect to the confirmation of minutes, Council confirms the minutes of the Ordinary Council Meeting held 13 September 2022, as included in Attachment 9.1.1.

Attachment 9.1.1

Council Decision 135/2022

Moved Cr T Mladenovic

Second Cr A Sullivan

That with respect to the confirmation of minutes, Council confirms the minutes of the Ordinary Council Meeting held 13 September 2022, as included in Attachment 9.1.1.

Carried 8/0

9.2 Receipt of Committee and other Minutes

Nil

10 En Bloc Council Resolutions

10.1 Agenda Items Adopted En Bloc

Nil

11 Office of the Chief Executive Officer Reports

11.1 New Storage Facility Request and Lease – Paraburdoo Amateur Swimming Club

File Reference	RC39572
Applicant or Proponent(s)	Paraburdoo Amateur Swim Club
Author	N Niven, Lease and Accommodation Officer
Authorising Officer	R Wright, Manager Land & Asset Compliance
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer - Nil
Attachments	1. Rio Tinto Letter of Support

1. Report Purpose

Council is required to consider the proposal from the Paraburdoo Amateur Swimming Club (PASC) to install a new storage and club facility at one of their preferred locations in Paraburdoo.

The purpose of this report is to submit to Council the proposed locations for the club and storage facility.

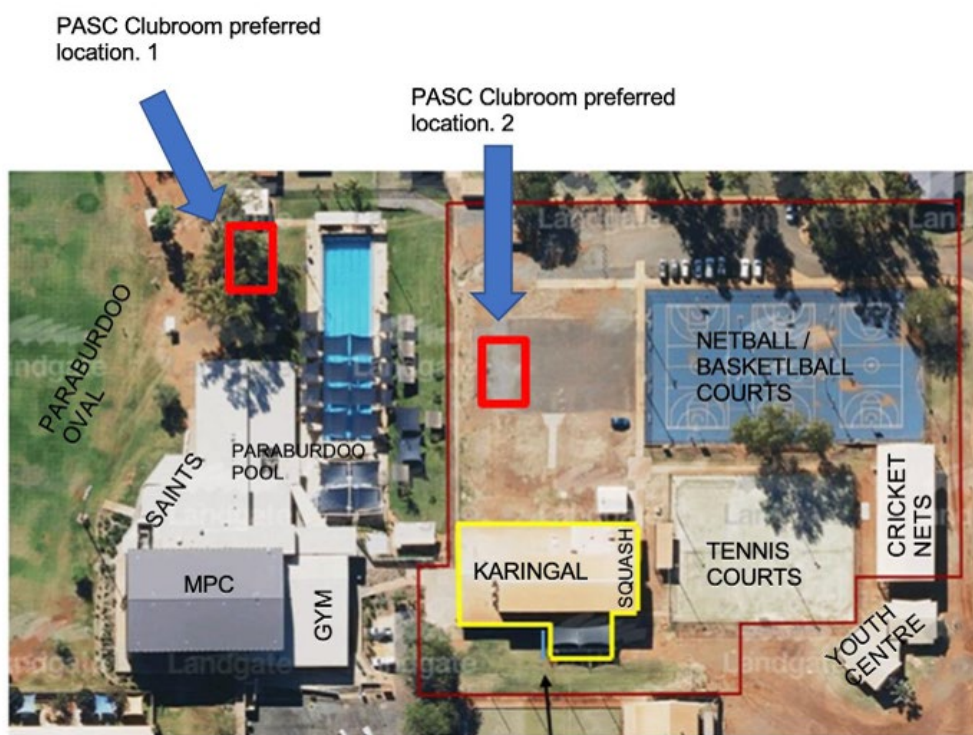
Council is requested to accept the proposed storage and clubroom proposal for the reasons outlined within this report.

2. Background

The PASC approached Rio Tinto to provide in-kind support (Attachment 1 refers) towards the purchase and installation of a purpose-built demountable to be used as a clubroom and storage facility at one of two locations on Shire of Ashburton (the Shire) managed Reserves being:

- Lot 555 Fortescue Road, Paraburdoo on Deposited Plan 411246, being Reserve 39572 purposed for Public Recreation with power to lease for any term not exceeding 21 years, subject to the consent of the Minister for Lands (Location 1); or
- Lot 88 Anzac Place, Paraburdoo on Deposited Plan 190513, being Reserve 42129 purposed for Sports Centre and Community Hub (CHUB), with power to lease for any term not exceeding 21 years, subject to the consent of the Minister for Lands (Location 2).

See the below plan for the preferred locations presented by the PASC.

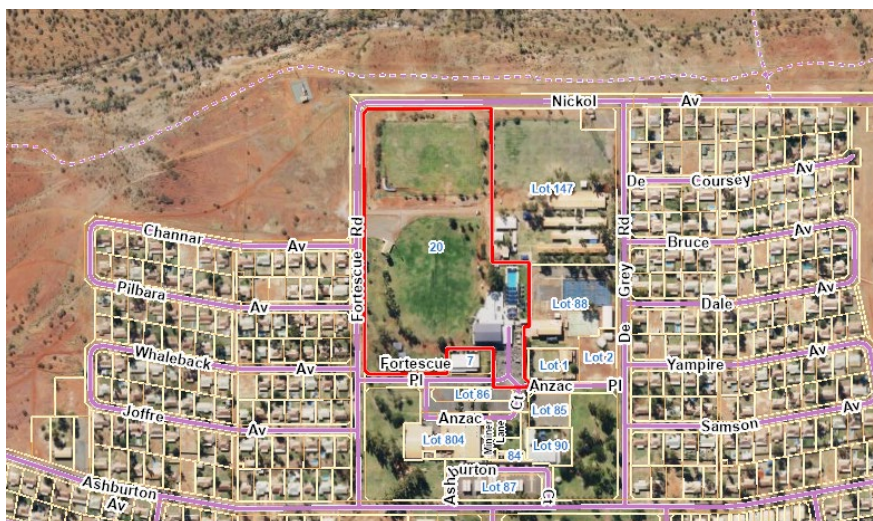


3. Comments

Location 2



Location 2 is not supported as this area has been set aside for a future capital works project.

Location 1

Location 1 is supported in principle, with discussions over recent months between the Shire and Rio Tinto on behalf of the PASC clarifying the following:

- The PASC understands they are responsible for all ongoing maintenance costs of the infrastructure in accordance with the funding conditions from Rio Tinto.
- As there are no separate utility meters, the PASC would be responsible for applying for the new utility meters. Rio Tinto will guide them in this process and may look to build the cost for installation of those meters into the funding proposal.
- The PASC has advised that year-round access would be beneficial, however understand that the closing of the pool may inhibit this and are open to negotiation with the Shire on what may be the preferred option. It is the Shire's preference to allow access to the facility only during pool operational hours.
- The PASC has requested external access to the facility, including vehicle access for loading and unloading of equipment. This will require licencing the area that adjoins the cricket nets (shown below) and alteration of fencing/installing secured gate access, which will be at the PASC's cost.
- Recent installation of reticulation has been undertaken at this location by the Shire. Any removal, repositioning or capping of any impacted reticulation will need to be undertaken at the PASC's cost.



4. Implications To Consider

Administration proposes the following lease conditions, should the lease be supported.

Lease	Ground lease
Premises:	Portion of Lot 555 Fortescue Road, Paraburdoo
Permitted Purpose:	Storage, clubroom, and ancillary purposes
Lease Term:	5 years
Commencement Date:	The date of execution of the lease
Option Term 1:	5 years
Lease Rental:	\$500 annually in accordance with <i>REC05 – Community Leases and Licence Agreements of Shire Assets (Facilities, Buildings and Land)</i> .
Outgoings:	Lessee responsibility (separately metered)
Lessee Fit out and Services:	Lessee responsibility
Local Government Rates	100% discount in accordance with REC05
Building Insurance:	Lessee responsibility
Public Liability Insurance:	Lessee responsibility - \$20 million
Maintenance:	Lessee to keep and maintain every part of the internal areas of the lease premises including all ceiling panels, lighting and electrical installations, doors, windows, floor coverings and all other fixtures and fittings in good and substantial repair and condition.
Cleaning:	Lessee responsibility
Structural Maintenance:	Lessee responsibility

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Lease preparation and costs	The lease will be prepared by the Shire at its cost, with each party to pay its own costs for lease review and negotiation.
Assignment or subletting	Consent of the Minister for Lands must be obtained to any assignment, subletting, mortgage or charge of the leasehold estate in the premises, in addition to the consent of the Lessor in accordance with section 39.1 of the <i>Land Administration Act 1997</i> .
Special Conditions	<ul style="list-style-type: none"> • Lease only allowable during pool operating hours. • Lessee to install utility meters at its cost. • Vehicle access only for loading and unloading of equipment (no patron access) via licenced area on portion of Lot 555. • Alteration of fencing/installing secured gate access at Lessee's cost. • Any removal, repositioning or capping of any impacted reticulation will need to be undertaken at the PASC's cost. • On expiry or termination of a lease the Lessee may be directed to remove all Lessee's improvements at the Lessee's cost.

4.1 Consultation

Projects and Procurement

Communities

Facilities

Department of Planning, Land and Heritage

4.2 Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	We will provide sustainable, purposeful, and valued built and natural environment opportunities for the community.
Strategic Outcome	Land use opportunities to benefit current and future communities.
Strategy	Plan for diverse land, housing, and development opportunities.

4.3 Council Policy

REC05 – Community Leases and Licence Agreements of Shire Assets (Facilities, Buildings and Land) Policy

This policy aims to encourage and support volunteerism and physical activity in clubs and associations by providing community lease and licence agreements to groups that contribute to the community.

Community lease and licence agreements optimise use of community facilities, catering for storage, meeting rooms, recreation areas and reserves.

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4.4 Financial

Current Financial Year

All application fees, maintenance costs, improvements and outgoings associated with the facility would be the responsibility of the PASC.

Future Financial Year(s)

Any future lease fee that would apply would be in line with *REC05 – Community Leases and Licence Agreements of Shire Assets (Facilities, Buildings and Land) Policy* and fees and charges.

4.5 Legislative

Section 30 of the *Local Government (Functions and General) Regulations 1996*

This disposition of property is excluded from advertising under section 3.58 of the *Local Government Act 1995* as:

- (b) the land is disposed of to a body, whether incorporated or not —
 - (i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and
 - (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions.

4.6 Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Reputation	The community misses out in a facility that they have identified as being required.	Possible (3)	Moderate (3)	Moderate (5-9)	Adopt officer's recommendations.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be moderate.

5. Voting Requirements

Simple majority

Ordinary Council Meeting Agenda

11 October 2022

Officer Recommendation

That with respect to the Application for Storage and Club Facility – Paraburdoo Amateur Swimming Club, Council,

1. Authorises the Chief Executive Officer to sign a Development Application and any associated documentation to allow the assessment of construction of a clubroom and storage facility on a portion of Lot 555 Fortescue Road, Paraburdoo (Reserve 39572); and
2. Subject to the approval of the Development Application, authorises the Chief Executive Officer to enter into a ground lease and licence with the Paraburdoo Amateur Swimming Club over a portion of Lot 555 Fortescue Road, Paraburdoo (Reserve 39572) subject to the consent of the Minister for Lands.

Council Decision 136/2022**Moved Cr L Rumble****Second Cr A Sullivan**

That with respect to the Application for Storage and Club Facility – Paraburdoo Amateur Swimming Club, Council,

- 1. Authorises the Chief Executive Officer to sign a Development Application and any associated documentation to allow the assessment of construction of a clubroom and storage facility on a portion of Lot 555 Fortescue Road, Paraburdoo (Reserve 39572); and**
- 2. Subject to the approval of the Development Application, authorises the Chief Executive Officer to enter into a ground lease and licence with the Paraburdoo Amateur Swimming Club over a portion of Lot 555 Fortescue Road, Paraburdoo (Reserve 39572) subject to the consent of the Minister for Lands.**

Carried 8/0

12 Corporate Services Reports

12.1 Monthly Schedule of Accounts Paid – August 2022

File Reference	FM03
Applicant or Proponent(s)	Not Applicable
Author	T Dayman, Acting Director Corporate Services
Authorising Officer	K Donohoe, Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author - Nil
	Authorising Officer - Nil
Attachments	1. Accounts for Payment and Credit Cards

1. Report Purpose

Council is required to have produced a Schedule of Accounts Paid each month containing relevant information, as legislated.

The purpose of this report is to present the –

- Schedule of Creditor Accounts Paid for August 2022,
- Trust Fund Payments for August 2022, and
- Corporate Credit Card Reconciliations for July 2022.

Council is requested to confirm the Monthly Schedule of Accounts Paid, as presented.

1. Background

The *Local Government (Financial Management) Regulations 1996* require Shire officers, monthly and within a prescribed timeframe, to prepare a schedule of payments made from the Municipal Fund and the Trust Fund and present this to Council for confirmation.

2. Comments

Shire officers have prepared the Monthly Schedule of Accounts Paid, in accordance with legislative requirements, and this is attached.

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For the month under review the following summarised details are presented:

Description	Amount \$
<u>Municipal Fund</u>	
Electronic Funds Transfers	4,370,994.79
Superannuation / Payroll (Direct Debits)	300,31.65
Cheques	750.00
Credit Cards	4941.86
Bank Fees and Charges	2,286.13
<u>Municipal Fund Total</u>	4,679,204.43
<u>Trust Fund</u>	
Electronic Funds Transfers	0.00
<u>Trust Fund Total</u>	0.00

3. Implications To Consider

3.1 Consultation

Executive Leadership Team

Finance Team

3.2 Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	Inspiring Governance
Strategic Outcome	Exemplary team and work environment
Strategy	Highly functioning Shire team who effectively manages Shire resources to build strong communities

3.3 Council Policy

FIN06 Significant Accounting Policy

This Council Policy provides guidelines for the preparation of financial reports.

ELM10 Financial Sustainability Policy

This Council policy commits Council to ensuring no decisions will be made without considering the long-term financial impact of those decisions.

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3.4 FinancialCurrent Financial Year

Payments included on the Schedule of Accounts Paid have been undertaken in accordance with appropriate processes and the Annual Budget.

Future Financial Year(s)

Nil

3.5 Legislative*Local Government (Financial Management) Regulations 1996*

Regulation 13 (Payments from municipal fund or trust fund by Chief Executive Officer, Chief Executive Officer's duties as to etc.)

Where the Chief Executive Officer has been delegated the exercise of power to make payments from the Municipal Fund or the Trust Fund, a list of accounts authorised for payment by the Chief Executive Officer is to be presented each month to Council.

3.6 Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	Council does not accept the Shire officer recommendation.	Unlikely (2)	Minor (2)	Low (1-4)	Provide Councillors with sufficient information for decision making.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

4. Voting Requirements

Simple majority

Officer Recommendation

That with respect to Monthly Schedule of Accounts Paid, Council, in accordance with regulation 13 of the *Local Government (Financial Management) Regulations 1996*, confirms the Monthly Schedule of Accounts Paid for August 2022, as attached.

Council Decision	137/2022
Moved	Cr T Mladenovic
Second	Cr L Rumble
That with respect to Monthly Schedule of Accounts Paid, Council, in accordance with regulation 13 of the <i>Local Government (Financial Management) Regulations 1996</i>, confirms the Monthly Schedule of Accounts Paid for August 2022, as attached.	
Carried 8/0	

12.2 Monthly Financial Statements – August 2022

File Reference	FM03
Applicant or Proponent(s)	Not Applicable
Author	T Dayman, Acting Director Corporate Services
Authorising Officer	K Donohoe, Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author - Nil
	Authorising Officer - Nil
Attachments	1. Monthly Financial Statements – August 2022

1. Report Purpose

Council is required to have produced a Statement of Financial Activity each month containing relevant information, as legislated.

The purpose of this report is to present the Statement of Financial Activity for the month ended August 2022 as well as provide budget amendments recommendations.

Council is requested to accept the Statement of Financial Activity and any recommended budget amendments.

2. Background

The *Local Government (Financial Management) Regulations 1996* require Shire officers, monthly and within a prescribed timeframe, to prepare financial reports covering prescribed information and present these to Council.

3. Comments

Shire officers have prepared the Statement of Financial Activity, and supporting documentation, in accordance with legislative requirements (as attached).

4. Implications To Consider**4.1 Consultation**

Executive Leadership Team

Middle Management Group

Finance Team

4.2 Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	Inspiring Governance
Strategic Outcome	Exemplary team and work environment
Strategy	Highly functioning Shire team who effectively manages Shire resources to build strong communities

4.3 Council Policy

FIN06 Significant Accounting Policy

This Council Policy provides guidelines for the preparation of financial reports.

ELM10 Financial Sustainability Policy

This Council policy commits Council to ensuring no decisions will be made without considering the long-term financial impact of those decisions.

4.4 Financial

Current Financial Year

Commentary on the current financial position is outlined within the body of the attached reports.

Future Financial Year(s)

Nil

4.5 Legislative

Local Government Act 1995

Section 6.4 (Financial report)

Local governments are required to prepare and present financial reports, on an annual basis and at any other time, and in any other format, as prescribed.

Regulation 34 (Financial activity statement required each month (Act s. 6.4))

Shire officers are to prepare each month a statement of financial activity reporting on the revenue and expenditure as set out in the annual budget. Each statement of financial activity is to be accompanied by information explaining the composition of net assets less committed and restricted assets, any material variances and any other supporting information considered relevant.

4.6 Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Financial impact	Material misstatement or significant error in the financial statements.	Unlikely (2)	Moderate (3)	Moderate (5-9)	Review of financial position information to be undertaken regularly and by multiple Shire officers.
Compliance	Council does not accept the Shire officer recommendation.	Unlikely (2)	Minor (2)	Low (1-4)	Provide Councillors with sufficient information for decision making.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

5. Voting Requirements

Simple majority

Officer Recommendation

That with respect to Monthly Financial Statements, Council, in accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996*, accepts the Statement of Financial Activity and associated documentation for August 2022, as attached.

Council Decision 138/2022**Moved Cr A Smith****Second Cr T Mladenovic**

That with respect to Monthly Financial Statements, Council, in accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996*, accepts the Statement of Financial Activity and associated documentation for August 2022, as attached.

Carried 8/0

12.3 2022 Policy Review

File Reference	GV20
Applicant or Proponent(s)	Not Applicable
Author	J Bray, Manager Governance
Authorising Officer	T Dayman, Acting Director Corporate Services
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Policies with Minor Amendments 2. Proposed Workplace Health and Safety Policy

1. Report Purpose

It is good governance for Council to regularly review its policies.

The purpose of this report is to provide details of the comprehensive review that has been undertaken by the Administration.

Council is requested to adopt the policies presented which have had minor amendments and the new Workplace Health and Safety Policy which replaces EMP17 Occupational Health and Safety.

2. Background

Council's policies were last reviewed in 2019. The current policies are available for viewing on the Shire's [website](#).

3. Comments

A comprehensive review of Council's policies has been undertaken.

Policies have been recommended to be either retained, retained with amendments or repealed.

The following policies have been reviewed and only minor formatting and grammatical changes have been made:

- ADM04 Digital Information and Records
- ADM08 Community Engagement
- ADM12 Closure of Certain Facilities – Christmas/New Year Period
- ELM13 Execution of Documents and Affixing the Common Seal
- ELM20 History Collection Policy
- FIN07 Investment Policy
- FIN24 Financial Hardship
- REC01 Consumption of Alcohol on Shire of Ashburton Owned and Managed Properties
- REC07 Tourism Policy for the Shire of Ashburton.

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In addition to those policies with minor amendments, two policies were identified as requiring urgent attention being the new Workplace Health and Safety Policy and the Media and Communications Policy.

The Workplace Health and Safety Policy is a legislative requirement, and the adoption is considered urgent as the new *Work Health and Safety Act 2020* was implemented earlier this year. This policy will replace EMP17 Occupational Health and Safety.

There are certain sections in the current Media and Communications Policy that are ambiguous, specifically relating to what employees can and cannot do. This is in conflict with the wording in our Employee Code of Conduct and highlights an immediate risk for the Shire from an employee relations perspective as we will not be able to effectively performance manage any Shire employee for a breach of this policy, as it currently stands.

The policies have been transferred into the new template, designed in accordance with the Shire's Corporate Style Guide. Due to the significant formatting changes to allow for this, amendments to policies have not been tracked.

Where possible, titles of policies have been simplified for ease of reference and searchability for elected members, employees and the community.

Policy numbers have been removed to eliminate confusion when a policy is repealed and leaves a gap in the numbering system.

4. Implications To Consider

4.1 Consultation

All elected members, the Executive Leadership Team and policy managers were consulted in the review.

4.2 Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	Performance – We will lead the organisation, and create the culture, to deliver demonstrated performance excellence to the community.
Strategic Outcome	Visionary community leadership with sound, diligent and accountable governance.
Strategy	Provide, and lead in the development of, meaningful policies and processes to ensure sound and compliant delivery of services to the community.

4.3 Council Policy

This report relates to the review of 11 Council policies.

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4.4 FinancialCurrent Financial Year

Nil

Future Financial Year(s)

Nil

4.5 Legislative

In accordance with section 2.7 of the *Local Government Act 1995*, the Council is responsible for determining the local government's policies.

4.6 Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	Policies are out of date/inconsistent with relevant legislation.	Likely (4)	Moderate (3)	High (10-16)	Adopt the policies detailed in this report and implement a system for the regular review.
Reputation	Customer complaints when policy content doesn't reflect current processes.	Possible (3)	Minor (2)	Moderate (6-9)	Adopt the policies detailed in this report and implement a system for the regular review.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be medium.

5. Voting Requirements

Simple majority

Officer Recommendation

That with respect to the 2022 Policy Review, Council,

1. Adopts the amended policies as attached:
 - (a) Digital Information and Records
 - (b) Community Engagement
 - (c) Closure of Facilities – Christmas/New Year
 - (d) Execution of Documents and Affixing the Common Seal
 - (e) History Collection
 - (f) Investments
 - (g) Financial Hardship COVID-19
 - (h) Consumption of Alcohol on Shire Property
 - (i) Tourism Support and Promotion
 - (j) Communications and Media.
2. Adopts the new Workplace Health and Safety Policy which replaces EMP17 Occupational Health and Safety.

Council Decision 139/2022

Moved Cr M Lynch

Second Cr A Smith

That with respect to the 2022 Policy Review, Council,

- 1. Adopts the amended policies as attached:**
 - (a) Digital Information and Records**
 - (b) Community Engagement**
 - (c) Closure of Facilities – Christmas/New Year**
 - (d) Execution of Documents and Affixing the Common Seal**
 - (e) History Collection**
 - (f) Investments**
 - (g) Financial Hardship COVID-19**
 - (h) Consumption of Alcohol on Shire Property**
 - (i) Tourism Support and Promotion**
 - (j) Communications and Media.**
- 2. Adopts the new Workplace Health and Safety Policy which replaces EMP17 Occupational Health and Safety.**

Carried 8/0

12.4 Local Government Reforms

File Reference	GV02
Applicant or Proponent(s)	Not Applicable
Author	J Bray, Manager Governance
Authorising Officer	T Dayman, Acting Director Corporate Services
Previous Meeting Reference	Ordinary Council Meeting – 14 December 2021 (195/2021)
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	Nil

1. Report Purpose

Council is required to provide a decision on how it will proceed with the proposed local government reforms in relation to ward boundary and elected member representation review.

The purpose of this report is to provide details of the proposed reforms in relation to stronger local democracy and community engagement.

Council is requested to determine the process to be followed for the ward boundary review in preparation for the 2023 local government elections.

2. Background

In November 2021, the Department of Local Government, Sport and Cultural Industries released a local government reform package for consultation. The reform package was based on six (6) themes being:

1. Earlier intervention, effective regulation, and stronger penalties
2. Reducing red tape, increasing consistency and simplicity
3. Greater transparency and accountability
4. Stronger local democracy and community engagement
5. Clear roles and responsibilities
6. Improved financial management and reporting.

At its meeting held 14 December 2014, Council endorsed the Shire of Ashburton (the Shire) local government reform submission paper to the Department.

3. Comments

The Department has considered all submissions and has proposed amendments to the original proposed reforms. These are detailed on the Department's [website](#).

On Wednesday, 21 September 2022, the Minister for Local Government wrote to local government Chief Executive Officers in relation to Theme 4 – Stronger local democracy and community engagement reform proposals, specifically relating to the impact on the 2023 ordinary local government elections and the conduct of ward boundary and representation reviews.

The advice outlines two approaches.

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Firstly, local governments can commence a ward boundary and representation review now, with a view to gazetting the changes in time for the elections. Submissions need to be made to the Local Government Advisory Board by 14 February 2023.

Alternatively, local governments may choose the reform pathway, which may involve the following:

- all wards being abolished
- the number of positions set at the maximum allowed (under the reforms (including a directly elected president)
- a directly elected mayor or president.

Under this option, local governments will be able to conduct a ward and representation review after the election to re-introduce wards (applicable to band 1 and 2 local governments).

Local governments are required to advise the Department of their intended option by 28 October 2022.

As requested by the Local Government Advisory Board and required by clause 6, Schedule 2.2 of the *Local Government Act 1995*, the Shire has already commenced the ward boundary and representation review. A consultant has been engaged to undertake the review and work has commenced. The consultation paper is proposed to be presented to Council at the November 2022 Ordinary Council Meeting.

As the review has already commenced it is proposed to continue with this process. The review will take into consideration the proposed reforms and will make recommendations to Council in line with the reforms.

4. Implications To Consider

4.1 Consultation

The Chief Executive Officer and Director Corporate Services have been consulted in relation to this item.

4.2 Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	Performance – We will lead the organisation, and create the culture, to deliver demonstrated performance excellence to the community.
Strategic Outcome	Coordinated delivery of organisational leadership and performance excellence for the benefit of the community.
Strategy	Provide professional leadership and advice to assist Council.

4.3 Council Policy

Nil

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4.4 FinancialCurrent Financial Year

The conduct of the ward boundary and representation review is estimated to cost \$15,000 and has been included in the 2022/2023 Annual Budget.

Future Financial Year(s)

Nil

4.5 Legislative

In accordance with clause 6, Schedule 2.2 of the *Local Government Act 1995*, the local government must review its ward boundaries and representation within every eight (8) years.

4.6 Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	The Shire doesn't advise the Department which option it will be proceeding with in relation to ward boundary and representation review.	Unlikely (2)	Minor (2)	Low (1-4)	Council endorses the Officer's recommendation.
Reputation	Council does not continue with the current ward boundary and representation review commenced by the consultant.	Possible (3)	Minor (2)	Moderate (6)	Council endorses the Chief Executive Officer to continue with the review.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

5. Voting Requirements

Simple majority

Officer Recommendation

That with respect to the Local Government Reforms, Council, endorses the Chief Executive Officer to continue with the ward boundary and representation review, taking into consideration the proposed reforms.

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Council Decision	140/2022
Moved	Cr A Smith
Second	Cr L Rumble
That with respect to the Local Government Reforms, Council, endorses the Chief Executive Officer to continue with the ward boundary and representation review, taking into consideration the proposed reforms.	
Carried 7/1	

12.5 Fees and Charges Amendment

File Reference	FM29
Applicant or Proponent(s)	Not Applicable
Author	T Dayman, Acting Director Corporate Services
Authorising Officer	K Donohoe, Chief Executive Officer
Previous Meeting Reference	Special Council Meeting 28 July 2022 - Item 6.1 – 099/2022
Disclosure(s) of interest	Author - Nil
	Authorising Officer - Nil
Attachments	Nil

1. Report Purpose

In accordance with section 6.16 of the *Local Government Act 1995*, Council may impose and recover a fee or charge for any goods and services it provides or proposes to provide. Fees and charges are to be imposed when adopting the Annual Budget, although may be imposed during the year, and may be amended from time-to-time.

The purpose of this report is to amend several Onslow Community Garden fees and charges.

Council is requested to accept the amended Onslow Community Garden fees and charges for 2022-2023.

2. Background

The Annual Budget is to include a schedule of fees and charges for imposition during the relevant financial year.

Council adopted the 2022-2023 fees and charges, effective 1 July 2022 at its Ordinary Council Meeting held on 10 May 2022.

Amendments were made to the 2022-2023 fees and charges which was adopted as part of the Annual Budget adoption at the Special Council Meeting held on 28 July 2022.

3. Comments

The fees and charges adopted on 28 July 2022 included charges for the Onslow Community Garden.

A recent review of the Onslow Community Garden fees and charges identified the need to review the hire description as well as correction to the set fees.

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Current			Proposed		
Description	Basis of Charge	Fee	Description	Basis of Charge	Fee
Onslow Community Garden – Kitchen Fee	Per Hire	\$22.50	To be removed		
Commercial / Business Operator Use, with Kitchen	Per Hire	\$109	Commercial / Business Operator Use, with Kitchen and pizza oven	Per Hire	\$20
Charitable / Community / Sporting Group Use, with Kitchen	Per Hire	\$55	Charitable / Community / Sporting Group Use, with Kitchen and pizza oven	Per Hire	\$10

To ensure compliance, Council is requested to endorse the amendment to the above fees and charges and give local public notice of its intention to do so and effective date.

4. Implications To Consider

4.1 Consultation

Director Projects and Procurement

Facilities Team

4.2 Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	Performance – We will lead the organisation, and create the culture, to deliver demonstrated performance excellence to the community.
Strategic Outcome	Appropriate, sustainable, and transparent management of community funds.
Strategy	Provide cost effective financial management and value for money.

4.3 Council Policy

There are no policy implications for this item.

4.4 Financial

Current Financial Year

Income generated from fees and charges.

Future Financial Year(s)

Nil

4.5 Legislative

Local Government Act 1995

Section 6.6 – Imposition of fees and charges

Council, by an absolute majority decision, may impose and recover a fee or charge for any goods or services it provides or proposes to provide.

Fees and charges are to be imposed when adopting the annual budget, although may be imposed during the year, and may be amended from time-to-time.

Local Government Act 1995

Section 6.19 – Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

4.6 Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Reputation	That the incorrect fees and charges is imposed onto customers.	Insignificant (1)	Low (3)	Low (1-5)	Council endorses amended fees and charges.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

5. Voting Requirements

Absolute majority

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Officer Recommendation

That with respect to the Fees and Charges Amendment for the Onslow Community Garden, Council,

1. In accordance with section 6.16 of the *Local Government Act 1995*, amends the current Schedule of Fees and Charges, effective 24 October 2022, as follows:

Deletions –

- Onslow Community Garden – Kitchen Fee, Per Hire, \$22.50
- Commercial / Business Operator Use, with Kitchen, Per Hire, \$109.00
- Charitable / Community / Sporting Group Use, with Kitchen, Per Hire \$55.00

Additions –

- Commercial / Business Operator Use, with Kitchen and pizza oven, Per Hire, \$20.00
 - Charitable / Community / Sporting Group Use, with Kitchen and pizza oven, Per Hire, \$10.00
2. In accordance with section 6.19 of the *Local Government Act 1995*, gives local public notice of the amendment to the fees and charges.

Council Decision	141/2022
Moved	Cr L Rumble
Second	Cr T Mladenovic
That with respect to the Fees and Charges Amendment for the Onslow Community Garden, Council,	
1. In accordance with section 6.16 of the <i>Local Government Act 1995</i>, amends the current Schedule of Fees and Charges, effective 24 October 2022, as follows:	
Deletions –	
<ul style="list-style-type: none">• Onslow Community Garden – Kitchen Fee, Per Hire, \$22.50• Commercial / Business Operator Use, with Kitchen, Per Hire, \$109.00• Charitable / Community / Sporting Group Use, with Kitchen, Per Hire \$55.00	
Additions –	
<ul style="list-style-type: none">• Commercial / Business Operator Use, with Kitchen and pizza oven, Per Hire, \$20.00• Charitable / Community / Sporting Group Use, with Kitchen and pizza oven, Per Hire, \$10.00	
2. In accordance with section 6.19 of the <i>Local Government Act 1995</i>, gives local public notice of the amendment to the fees and charges.	
Carried 8/0	

12.6 2022 Local Law Review

File Reference	LE33
Applicant or Proponent(s)	Not Applicable
Author	J Bray, Manager Governance
Authorising Officer	T Dayman, Acting Director Corporate Services
Previous Meeting Reference	Ordinary Council Meeting 8 March 2022 – Item 12.4 (024/2022)
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	Nil

1. Report Purpose

Council is required to undertake a formal review of local laws at least once every eight (8) years.

The purpose of this report is to consider any submissions made during the public consultation period in accordance with section 3.16 of the *Local Government Act 1995*.

Council is requested to determine the course of action to be taken in relation to each of the Shire of Ashburton's local laws.

2. Background

Section 3.16 of the *Local Government Act 1995* (the Act) requires local governments to undertake a review of their local laws at least once every eight (8) years.

A list of the local laws currently in place, when they were made/gazetted, and comments regarding them were reported to Council at its meeting held on 8 March 2022. Council resolved to initiate the review and call for public submissions for a six-week period as required by section 3.16 of the Act.

The current Shire of Ashburton local laws can be found on the [website](#).

3. Comments

The local law review was advertised for public comment for the period 7 April 2022 to 3 June 2022. At the close of the public consultation, no comments were received.

Although there were no comments from the public it is considered good practice to keep local laws as up to date and as contemporary as they reasonably can be, while others can simply be left as is. A summary of proposed action is detailed in the table below.

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Local law	Gazettal and amendment dates	Action to be taken
Fencing Local Law 2014	11 April 2014, p1039 28 November 2014, p4414	No further action required.
Cemeteries Local Law 2013	8 March 2013, p1180 15 November 2013, p5237	No further action required.
Activities on Thoroughfares and Public Places and Trading Amendment Local Law 2013	5 April 2013, p1401 15 November 2013, p5257	Merge with Local Government Property and Swimming Pools Local Laws to create a new local law.
Parking and Parking Facilities Local Law 2013	5 April 2013, p1425	No further action required.
Local Government Property Local Law 2013	5 April 2013, p1445 15 November 2013, p5257	Merge with Activities on Thoroughfares and Public Places and Trading and Swimming Pools Local Laws to create a new local law.
Health Local Law 2013	5 April 2013, p1355	No further action required.
Standing Orders Local Law 2012	8 March 2013, p1143	No further action required.
Swimming Pools, Public Management and Control Local Law 2000	3 November 2000, p6105	Merge with Local Government Property and Activities on Thoroughfares and Public Places and Trading Local Laws to create a new local law.
Control of Cats Local Law 1998	3 June 1998, p3031	Replace with new local law that reflects the <i>Cat Act 2012</i> and associated regulations.
Extractive Industries Local Law 2013	8 March 2013, p1161	To be repealed as its application is limited. Mining and similar activity is regulated under State legislation and anything that is not or where required, can be better regulated by conditions that may be imposed as part of a development approval under the Shire's Local Planning Scheme.
Dogs Local Law 2012	8 March 2013, p1170	No further action required.

The Shire has now complied with the local law review requirements.

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The process to make, amend or repeal a local law is separate to the formal review and is set out in section 3.12 of the Act. This requires Council to initiate any changes, advertise them, consider submissions and then decide to make the local law or amendment local law. The proposed changes to local laws summarised above will therefore be brought before Council on a case-by-case basis shortly.

4. Implications To Consider

4.1 Consultation

The local law review was advertised for public comment for the period 7 April 2022 to 3 June 2022. No submissions were received.

Consultation with the relevant Shire officers was also undertaken. The results of this consultation has determined the action to be taken in relation to each local law.

4.2 Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	Performance – We will lead the organisation, and create the culture, to deliver demonstrated performance excellence to the community.
Strategic Outcome	Visionary community leadership with sound, diligent and accountable governance.
Strategy	Provide, and lead in the development of, meaningful policies and processes to ensure sound and compliant delivery of services to the community.

4.3 Council Policy

Nil

4.4 Financial

Current Financial Year

Costs associated with the creation of the proposed local laws and amendment local laws has been included in the annual budget.

Future Financial Year(s)

Nil

4.5 Legislative

Section 3.16 of the *Local Government Act 1995* requires local governments to carry out a review of its local laws within a period of eight (8) years from the day when the local laws commenced and to determine whether it considers it should be repealed or amended.

Section 3.12 of the *Local Government Act 1995* sets out the procedure which must be followed, in the sequence it is described in making a local law (be it new, amendment or repeal).

4.6 Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	Failure to review local laws within the required timeframe.	Possible (3)	Moderate (3)	Moderate (5-9)	Council finalises the review of local laws process, as recommended.
Reputation	Failure to regularly review and maintain local laws.	Possible (3)	Moderate (3)	Moderate (5-9)	Council finalises the review of local laws process, as recommended.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

5. Voting Requirements

Absolute majority

Officer Recommendation

That with respect to the 2022 Local Law Review – results of public consultation period, Council,

1. Considers the outcome of local law reviews undertaken pursuant to section 3.16 of the *Local Government Act 1995* and determines the:
 - (a) Following local laws be repealed and replaced with new local laws:
 - (i) Activities on Thoroughfares and Public Places and Trading Amendment Local Law 2013,
 - (ii) Local Government Property Local Law 2013,
 - (iii) Swimming Pools, Public Management and Control Local Law 2000, and
 - (iv) Control of Cats Local Law 1998.
 - (b) Extractive Industries Local Law 2013 be repealed.
 - (c) Following local laws require no further action:
 - (i) Fencing Local Law 2014,
 - (ii) Cemeteries Local Law 2013,
 - (iii) Parking and Parking Facilities Local Law 2013,
 - (iv) Health Local Law 2013,
 - (v) Standing Orders Local Law 2012, and
 - (vi) Dogs Local Law 2012.
2. Notes that proposals to create new and repeal local laws will be presented for consideration in due course pursuant to section 3.12 of the *Local Government Act 1995*.

Council Decision 142/2022**Moved Cr T Mladenovic****Second Cr L Rumble****That with respect to the 2022 Local Law Review – results of public consultation period, Council,****1. Considers the outcome of local law reviews undertaken pursuant to section 3.16 of the *Local Government Act 1995* and determines the:****(a) Following local laws be repealed and replaced with new local laws:****(i) Activities on Thoroughfares and Public Places and Trading Amendment Local Law 2013,****(ii) Local Government Property Local Law 2013,****(iii) Swimming Pools, Public Management and Control Local Law 2000, and****(iv) Control of Cats Local Law 1998.****(b) Extractive Industries Local Law 2013 be repealed.****(c) Following local laws require no further action:****(i) Fencing Local Law 2014,****(ii) Cemeteries Local Law 2013,****(iii) Parking and Parking Facilities Local Law 2013,****(iv) Health Local Law 2013,****(v) Standing Orders Local Law 2012, and****(vi) Dogs Local Law 2012.****2. Notes that proposals to create new and repeal local laws will be presented for consideration in due course pursuant to section 3.12 of the *Local Government Act 1995*.****Carried 8/0**

12.7 Financial and Costing Review – September 2022

File Reference	FM03
Applicant or Proponent(s)	Not Applicable
Author	T Dayman, Acting Director Corporate Services
Authorising Officer	K Donohoe, Chief Executive Officer
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author - Nil
	Authorising Officer - Nil
Attachments	1. Financial and Costing Review - September 2022

1. Report Purpose

Council and the Chief Executive Officer are required to put in place measures to oversee the sound financial management of the Shire of Ashburton (the Shire).

The purpose of this report is to present the outcomes of the recent Finance and Costing Review (FACR) of the Annual Budget, including forecast estimates and budget recommendations to the end of the financial year.

Council is requested to endorse the outcomes, which includes proposed amendments to the Annual Budget.

2. Background

Shire officers have recently undertaken a FACR for the current financial year. The review, although not a statutory obligation, is considered best practice towards achieving sound oversight of Council's financial position versus budget estimates.

The review is based on year-to-date actual expense and revenue, along with any commitments, and seeks to forecast known impacts on the Annual Budget for the remainder of the financial year.

This process aims to highlight over and under expense of funds and over and under achievement of income targets for the benefit of all stakeholders to ensure sound fiscal management of remaining projects and programs.

3. Comments

The 2022-2023 Annual Budget was adopted at the Ordinary Council Meeting on 29 July 2022 as a balanced budget (i.e., all available funds are offset by an equal amount of expense).

The recent FACR process commenced in September 2022 and included a review of each service area with the appropriate responsible officers, with the overall aim of achieving a \$nil impact and continual delivery of a balanced budget.

The general practice is for identified expense savings and revenue windfalls to be offset against increases in forecast costs, with any remaining funds used towards new essential projects/services not identified in the Annual Budget. Finally, any difference remaining is offset by movements of funds to/from reserve accounts, which ultimately will generate a balanced budget.

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Regional Waste Facility

One of the significant proposed budget amendments relates to the income from the Regional Waste Facility which was budgeted to receive \$3,164,400. Due to the status of the facility, this level of income will not be achieved in this financial year and as a result a budget amendment of \$2,964,400 is proposed reducing the income to \$200,000.

The 2022-2023 Annual Budget also included the amount of \$270,100 being transferred to the Regional Waste Facility Reserve based on the expected profit of the facility. The reduction of income has directly impacted Council's ability to set aside these funds in a reserve and therefore is proposed as a budget amendment.

The FACR process focused on finding potential savings throughout the budget to compensate for the loss of income from the Regional Waste Facility and ensure a balanced budget is achieved.

Chart of Accounts Remapping

Prior to adopting the 2022-2023 Annual Budget, a new Chart of Accounts was developed and designed based on business unit accounting principles. The preparation of the Annual Budget was based on the prior Chart of Accounts and required remapping to the new format. For a majority of the budget, it was simply a remap from the old general ledger and/or jobs to the new, which was easily applied. A number of accounts required a remapping of one to many, due to the design of the new chart. Due to time restraints of designing the new chart and adopting the budget, this remapping was not 100% updated.

The FACR process aimed to identify remapping issues and make the required adjustments, which can have a direct impact on general ledger budget provisions however, have an overall budget impact of \$nil. These types of adjustments may continue throughout the year as staff become familiar with the new chart.

For the ease of Council's review, movements relating to Chart of Accounts mapping are identified in the attachment with the classification of "COA Budget Mapping".

Employee Costs

A review of employee costs has not occurred in this current FACR process. Based on current vacancy trends it is anticipated savings will arise. A detailed review will occur for the Annual Budget Review early in the new calendar year.

Summary

The table below provides an overview of net proposed amendments for each directorate. The totals represent a net of income, operating expense, capital expense, as well as movement in loans and reserve balances.

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Directorate	Current Budget (Net) \$	End-of-Year Forecast (Net) \$	Proposed Amendments (Net) \$
Opening Position	11,464,289	11,464,289	0
Chief Executive's Office	8,716,300	8,802,630	(633,670)
Corporate Services	(68,304,165)	(69,044,374)	(740,209)
Infrastructure Services	27,900,300	28,968,864	1,068,564
People and Place	6,830,600	6,915,055	84,455
Projects and Procurement	25,292,500	25,513,360	220,860
Less Non-Cash Movements	13,479,952	13,479,952	0
Total	0	0	0

Non-cash movements, such as depreciation, profit, and loss are removed from the calculations in accordance with accounting practices for local government.

The FACR aims to provide a balanced budget, which has been achieved.

Proposed Budget Amendments

The FACR process identified several proposed budget amendments, and new items for inclusion in the current budget.

A local government is required to authorise, in advance by an absolute majority decision, expense for an additional purpose which is not already included in the Annual Budget.

The following is a list of new items, which have been assessed by the Executive Leadership Team (totalling \$32,692), and are proposed for inclusion in the amended Annual Budget, which are offset by reduced expense and increased revenue in other areas –

Income

- CF12004 General Purpose Grant (\$464,009)
- CF12005 Untied Road Grant (\$ 40,654)
- FN18007 Insurance Claims reimbursements (\$ 50,000)
- ED24081 Tourism Initiatives Funding (\$381,499)

Expense

- GV22006 Governance Advertising \$ 10,000
- GV23001 Governance Legal \$ 10,000
- GV23501 Governance Consultancies \$130,000
- CS22007 Customer Service Minor Assets \$ 6,554
- TV22004 ITC Services Printing and Stationery \$ 80,000
- TV22007 ICT Services Minor Assets \$ 15,000
- OD24012 Industrial Services \$102,800
- OD24013 Work Health and Safety \$ 10,000
- LA22007 Land and Assets Compliance Minor Assets \$ 3,000
- LA23001 Land and Assets Compliance Legal \$ 20,000

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• MC22008 Media and Communications Subscriptions and Publications	\$ 41,000
• MC24009 Media and Communications Corporate Documents	\$ 40,000
• AS22009 Assets and Programming Meetings and Travel	\$ 5,000
• LX22004 Plant Overheads Printing and Stationery	\$ 5,000
• TX22009 Town Maintenance Overheads Meetings and travel	\$ 10,000
• WX22009 Waste Services Meetings and Travel	\$ 10,000
• RW23001 Pilbara Waste Services Legal	\$100,000
• CM22008 Communities Subscriptions and Publications	\$ 3,000
• LQ22004 Library Services Pannawonica Printing and Stationery	\$ 2,500
• PC22008 Procurement Subscriptions and Publications	\$ 13,000
• PC21004 Procurement Recruitment	\$ 8,000
• FO25308 Facilities Onslow Depot Facility	\$ 60,200
• FP25308 Facilities Paraburdoo Depot Facility	\$ 34,500
• FT25308 Facilities Tom Price Depot Facility	\$120,100
• FP26304 Aquatic Facilities	\$ 94,700

Capital

• ED30202 Furniture & Equipment – New	\$9,500
• CM31503 Town Infrastructure – New	\$25,000

It should be noted that some of the above new items are as a result of addressing chart of accounts remapping issues, transferring to correct general ledgers that currently do not have a budget allocation.

A comprehensive list of budget amendments has been attached for Council's consideration. Included within the attached amendments are the following significant increases to original budget items.

- General Purpose and United Road Grant increase from \$0 to \$504,663
Reason: Advance payment received in prior year; funding represents remaining allocation for the financial year.
- Transfer to Reserve - Regional Waste Facility decrease from \$270,100 to 0
Reason: Due to decrease in anticipated funding
- Tourism Initiatives Funding increase from \$0 to 381,499
Reason: BHP funding to be allocated to Onslow Tourism project
- Tourism Initiatives expenditure decrease from \$1,708,500 to \$1,578,100
Reason: Onslow Water Tank correction to carried forward amount plus additional funds \$155,000
Visitor Marketing and Promotions reduction due to BHP funding expenditure being allocated other Onslow Tourism project \$200,000
- Residential Property Rent increase from \$24,500 to \$205,138
Reason: Revised assessment of rental derived from residential properties.

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- Infrastructure Services Consultancies decrease from \$1,121,000 to \$471,000
Reason: Identified savings to cover deficit
- Capital Funding - Economic Major - Projects decrease from \$212,400 to \$62,400
Reason: Removal of Funding - Park in a Day Cenotaph
- Capital Funding - Transport - Major Projects increase from \$2,092,400 to \$2,542,400
Reason: Main Roads NORA Funding - Bindi Bindi Project
- Roads – Renewal increase from \$5,013,100 to \$6,067,100
Reason: Increase budget for Roebourne - Wittenoom Road Works (TBA) \$604K
New project - Bindi Bindi Road Renewal \$450k
- Parks and Recreation – Upgrade increase from \$2,718,000 to \$2,868,000
Reason: Increase budget provision for Tom Price Skate Park Expansion \$150K
- Regional Roads decrease from \$4,380,300 to \$2,661,381
Reason: Decrease in budget provision for maintenance of regional roads
- Local Roads decrease from \$876,000 to \$624,883
Reason: Decrease in budget provision for maintenance of Local Roads
- Regional Waste Facility revenue decrease from \$3,164,400 to \$200,000
Reason: Due to status of operations of the site a reduction of revenue will occur.
- Regional Waste Facility legal increase from \$0 to \$100,000
Reason: Provision for anticipated legal costs.
- WTO - Chevron - Agreement Delivery increase from \$232,700 to \$458,855
Reason: Passion of the Pilbara budget allocation \$250K
- Inspire - Rio Tinto - Agreement Delivery expenditure decrease from \$578,800 to \$432,000.
Reason: Decrease in budget provision to deliver programs
- Ocean View Caravan Park Stage 3 Increase from \$3,260,000 to \$3,710,000
- Ocean View Caravan Park Stage 2 Decrease from \$982,200 to \$532,200
Reason, identified savings to be reallocated to stage 3 to cover anticipated costs.

4. Implications To Consider

4.1 Consultation

Executive Leadership Team

Middle Management Group

Finance Team

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4.2 Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	Performance
Strategic Outcome	Appropriate, sustainable, and transparent management of community funds
Strategy	Plan effectively for financial sustainability.

4.3 Council Policy*FIN06 Significant Accounting Policy*

This Council policy provides guidelines for the preparation of financial reports.

ELM10 Financial Sustainability Policy

This Council policy commits Council to ensuring no decisions will be made without considering the long-term financial impact of those decisions.

4.4 FinancialCurrent Financial Year

The net result of all proposed amendments to the Annual Budget is \$nil.

Future Financial Year(s)

Nil

4.5 Legislative*Local Government Act 1995**Section 6.8 – Expenditure from municipal fund not included in annual budget*

A local government is not to incur expense from the municipal fund for an additional purpose except where the expense is already included in the Annual Budget, is authorised in advance by Council resolution or authorised in advance by the Shire President in an emergency.

4.6 Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Interruption to service	Potential reduction in the quality of assets provided and services delivered if the Budget Amendments are not adopted.	Possible (3)	Major (4)	High (10-16)	Provide Councillors with sufficient information for sound decision making

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Reputation (social/community)	Negative public perception if works are not completed due to funding issues	Possible (3)	Moderate (3)	Moderate (5-9)	Provide Councillors with sufficient information for sound decision making
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Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be high.

5. Voting Requirements

Absolute majority

Officer Recommendation

That with respect to Finance and Costing Review – September 2022, Council,

1. In accordance with section 6.8 of the *Local Government Act 1995*, approves the following for inclusion in the 2022-2023 Annual Budget:

Income

- CF12004 General Purpose Grant (\$464,009)
- CF12005 Untied Road Grant (\$ 40,654)
- FN18007 Insurance Claims reimbursements (\$ 50,000)
- ED24081 Tourism Initiatives Funding (\$381,499)

Expense

- GV22006 Governance Advertising \$ 10,000
- GV23001 Governance Legal \$ 10,000
- GV23501 Governance Consultancies \$130,000
- CS22007 Customer Service Minor Assets \$ 6,554
- TV22004 ITC Services Printing and Stationery \$ 80,000
- TV22007 ICT Services Minor Assets \$ 15,000
- OD24012 Industrial Services \$102,800
- OD24013 Work Health and Safety \$ 10,000
- LA22007 Land and Assets Compliance Minor Assets \$ 3,000
- LA23001 Land and Assets Compliance Legal \$ 20,000
- MC22008 Media and Communications Subscriptions and Publications \$ 41,000
- MC24009 Media and Communications Corporate Documents \$ 40,000
- AS22009 Assets and Programming Meetings and Travel \$ 5,000
- LX22004 Plant Overheads Printing and Stationery \$ 5,000
- TX22009 Town Maintenance Overheads Meetings and travel \$ 10,000
- WX22009 Waste Services Meetings and Travel \$ 10,000
- RW23001 Pilbara Waste Services Legal \$100,000
- CM22008 Communities Subscriptions and Publications \$ 3,000
- LQ22004 Library Services Pannawonica Printing and Stationery \$ 2,500
- PC22008 Procurement Subscriptions and Publications \$ 13,000
- PC21004 Procurement Recruitment \$ 8,000

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• FP26304 Aquatic Facilities	\$ 94,700
• FO25308 Facilities Onslow Depot Facility	\$ 60,200
• FP25308 Facilities Paraburdoo Depot Facility	\$ 34,500
• FT25308 Facilities Tom Price Depot Facility	\$120,100

Capital

• ED30202 Furniture & Equipment – New	\$9,500
• CM31503 Town Infrastructure – New	\$25,000

2. Endorses amendments to the 2022-2023 Annual Budget, as included in attachment 1 and summarised below by management area, with amounts in brackets representing a benefit to the organisation, which results in an overall \$nil budget variance:

Office of the CEO

• Office of the CEO	\$ 0
• Airport Services	(\$ 3,500)
• Business and Economic Development	(\$ 519,399)
• Organisational Development	\$ 0
• Land and Asset Compliance	(\$ 102,771)
• Media And Communications	(\$ 8,000)
	(\$ 633,670)

Corporate Services

• Corporate Services	(\$ 125,000)
• Finance	(\$ 50,000)
• Governance	\$ 129,554
• ICT Services	\$ 80,000
• Corporate Funding	(\$ 774,763)
	(\$ 740,209)

Infrastructure Services

• Infrastructure Services	(\$ 675,000)
• Assets and Programming	\$ 5,000
• Plant	\$ 5,000
• Town Maintenance	(\$ 274,800)
• Roads and Civil Projects	(\$ 1,066,036)
• Waste Services	\$ 3,074,400
	\$ 1,068,564

People and Place

• People & Place Services	\$ 0
• Regulatory Services	(\$ 43,000)
• Development Services	(\$ 40,000)
• Communities	\$ 87,455
• Library Services	\$ 0
	(\$ 84,455)

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Project and Procurement

• Projects and Procurement	\$ 8,000
• Facilities	\$ 212,860
	\$ 220,860

Forecast Budget position \$ 0

Council Decision 143/2022

Moved Cr M Lynch

Second Cr A Sullivan

That with respect to Finance and Costing Review – September 2022, Council,

- 1. In accordance with section 6.8 of the *Local Government Act 1995*, approves the following for inclusion in the 2022-2023 Annual Budget:**

Income

• CF12004 General Purpose Grant	(\$464,009)
• CF12005 Untied Road Grant	(\$ 40,654)
• FN18007 Insurance Claims reimbursements	(\$ 50,000)
• ED24081 Tourism Initiatives Funding	(\$381,499)

Expense

• GV22006 Governance Advertising	\$ 10,000
• GV23001 Governance Legal	\$ 10,000
• GV23501 Governance Consultancies	\$130,000
• CS22007 Customer Service Minor Assets	\$ 6,554
• TV22004 ITC Services Printing and Stationery	\$ 80,000
• TV22007 ICT Services Minor Assets	\$ 15,000
• OD24012 Industrial Services	\$102,800
• OD24013 Work Health and Safety	\$ 10,000
• LA22007 Land and Assets Compliance Minor Assets	\$ 3,000
• LA23001 Land and Assets Compliance Legal	\$ 20,000
• MC22008 Media and Communications Subscriptions and Publications	\$ 41,000
• MC24009 Media and Communications Corporate Documents	\$ 40,000
• AS22009 Assets and Programming Meetings and Travel	\$ 5,000
• LX22004 Plant Overheads Printing and Stationery	\$ 5,000
• TX22009 Town Maintenance Overheads Meetings and travel	\$ 10,000
• WX22009 Waste Services Meetings and Travel	\$ 10,000
• RW23001 Pilbara Waste Services Legal	\$100,000
• CM22008 Communities Subscriptions and Publications	\$ 3,000
• LQ22004 Library Services Pannawonica Printing and Stationery	\$ 2,500
• PC22008 Procurement Subscriptions and Publications	\$ 13,000
• PC21004 Procurement Recruitment	\$ 8,000
• FP26304 Aquatic Facilities	\$ 94,700

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•	FO25308 Facilities Onslow Depot Facility	\$ 60,200
•	FP25308 Facilities Paraburdoo Depot Facility	\$ 34,500
•	FT25308 Facilities Tom Price Depot Facility	\$120,100
Capital		
•	ED30202 Furniture & Equipment – New	\$ 9,500
•	CM31503 Town Infrastructure – New	\$25,000
2.	Endorses amendments to the 2022-2023 Annual Budget, as included in attachment 1 and summarised below by management area, with amounts in brackets representing a benefit to the organisation, which results in an overall \$nil budget variance:	
	<u>Office of the CEO</u>	
	• Office of the CEO	\$ 0
	• Airport Services	(\$ 3,500)
	• Business and Economic Development	(\$ 519,399)
	• Organisational Development	\$ 0
	• Land and Asset Compliance	(\$ 102,771)
	• Media And Communications	(\$ 8,000)
		(\$ 633,670)
	<u>Corporate Services</u>	
	• Corporate Services	(\$ 125,000)
	• Finance	(\$ 50,000)
	• Governance	\$ 129,554
	• ICT Services	\$ 80,000
	• Corporate Funding	(\$ 774,763)
		(\$ 740,209)
	<u>Infrastructure Services</u>	
	• Infrastructure Services	(\$ 675,000)
	• Assets and Programming	\$ 5,000
	• Plant	\$ 5,000
	• Town Maintenance	(\$ 274,800)
	• Roads and Civil Projects	(\$ 1,066,036)
	• Waste Services	<u>\$ 3,074,400</u>
		\$ 1,068,564
	<u>People and Place</u>	
	• People & Place Services	\$ 0
	• Regulatory Services	(\$ 43,000)
	• Development Services	(\$ 40,000)
	• Communities	\$ 87,455
	• Library Services	<u>\$ 0</u>
		(\$ 84,455)

Ordinary Council Meeting Agenda

11 October 2022

<u>Project and Procurement</u>	
• Projects and Procurement	\$ 8,000
• Facilities	<u>\$ 212,860</u>
	\$ 220,860
 Forecast Budget position	 \$ 0
	Carried 8/0

13 People and Place Reports

13.1 Consent to advertise draft Local Planning Scheme No.8

File Reference	LP10.8.0
Applicant or Proponent(s)	Not Applicable
Author	B McKay, Manager Town Planning
Authorising Officer	T Matson, Director People & Place
Previous Meeting Reference	Ordinary Council Meeting 20 April 2021 - Item 13.2 – 62/2021
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Draft Scheme Text 2. Scheme Maps

1. Report Purpose

Council is required to have a Local Planning Scheme, which is the principal statutory document of the local planning framework and is the mechanism for achieving the Shire of Ashburton's (the Shire) aims and objectives through informing decision making with respect to development.

The purpose of this report is to consider the draft Local Planning Scheme No.8 (LPS8), which has been prepared to replace the existing Local Planning Scheme No.7 (LPS7) in accordance with the recommendations of the Shire's Local Planning Strategy and the requirements of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations).

Council is requested to endorse the draft Local Planning Scheme No.8 (LPS8) for the purpose of undertaking public advertising including requesting that the Western Australian Planning Commission (WAPC) approve the draft LPS8 for public advertising.

2. Background

Local planning schemes are subject to compliance with the State Government's statutory and strategic planning framework. In particular, the *Planning and Development Act 2005* and the Regulations.

The Regulations provide a Model Scheme Template (MST) which local planning schemes must conform to, however the Shire's existing LPS7 has not been updated to incorporate the new MST format. The Regulations also provide 'Deemed Provisions' which are a series of requirements that automatically apply to all local planning schemes.

The Shire's existing LPS7 was gazetted on 24 December 2004. The Regulations require schemes to be reviewed every five years. A scheme review is a multi-staged process. The first stage is the preparation of a Local Planning Strategy (Strategy), as required by regulation 11(1) of the Regulations.

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A Strategy sets out the long-term planning direction for the local government and provides the rationale for the zoning and classification of land under the scheme. Council resolved to prepare a Strategy which, following formal consultation during 2018 and 2019, was approved by Council in November 2020. The Strategy was subsequently approved by the WAPC in June 2021.

The Strategy recommends that a LPS8 be prepared and on 20 April 2021, Council resolved:

“to prepare Local Planning Scheme No.8 pursuant to Regulation 19(1) of the Planning and Development (Local Planning Schemes) Regulations 2015 and Section 72(1) of the Planning and Development Act 2005.”

3. Comments

A local planning scheme comprises two elements; a ‘Scheme Text,’ which sets out the written requirements of the scheme, and a ‘Scheme Map,’ which applies zoning and residential density codes to land throughout the local government (as attached).

The WAPC, through the regulations provides a MST to guide the preparation of new local planning schemes. The purpose of the MST is to provide consistency in local planning implementation throughout Western Australia, giving local governments a clear and concise template for the preparation of a new local planning scheme.

The Regulations also provide ‘Deemed Provisions’ which are a series of requirements automatically read into all local planning schemes. A significant number of clauses within LPS7 have been overwritten by the Deemed Provisions in the Regulations, meaning that some of the text in the current scheme is effectively meaningless. The new scheme will delete these provisions. The planning matters now regulated by the Deemed Provisions that were previously regulated by local planning schemes include:

- Clearly defining where development approval is required and establishing what use and development of land is exempt from local government development approval;
- Setting out the process for submitting, assessing, determining, and reviewing of development approval by the local government;
- The process for preparing, amending and revoking local planning policies;
- Preparing, amending and rescinding subordinate planning tools: The Scheme’s Development Plans are replaced with Structure Plans, Activity Centre Plans, and Local Development Plans;
- Assessing applications for development approval in a bushfire risk area;
- Local government enforcement powers;
- Delegation of powers; and
- Provision of forms.

Accordingly, any scheme text relating to these matters within the LPS7 should have been removed, as it has no statutory authority and may conflict with the Deemed Provisions. While these Deemed Provisions have legal effect and provide the Shire’s statutory planning framework, the actual scheme text remains unchanged until the overwritten clauses are deleted via the adoption of a new scheme or scheme amendment. This has caused some confusion, particularly for developers and others using current version of the scheme.

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Furthermore, Council endorsed the Strategy on 10 November 2020. The Strategy provides justification and rationale for preparing and gazettal of a new scheme, as the document proposes a number of actions and recommendations that are required to be incorporated into a new scheme.

Should Council resolve to endorse the draft LPS8 for public advertising, the next step is to submit the draft LPS8 to the Environmental Protection Authority for comment and to the WAPC for review and consent to advertise. The WAPC has 90 days to advise whether they consent to advertising or require modifications to the scheme prior to advertising.

Following the WAPC's certification, the Regulations require the Shire to advertise the draft LPS8 for a minimum of 90 days. Communication with the public will be via traditional and digital means, including newspaper adverts as required by the Regulations. Submissions will be analysed and may result in modifications to the draft LPS8, which will be presented to Council for endorsement at a future Ordinary Council Meeting.

Following a decision by Council to adopt draft LPS8 for the purpose of undertaking public consultation it is advisable that any proposal for amendment to LPS7 should not be initiated by Council. Any proposal for amendment to LPS7 received should be treated as a submission on draft LPS8.

4. Implications To Consider

4.1 Consultation

Executive Leadership Team

Department of Planning Lands and Heritage

4.2 Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	Place – We will provide sustainable, purposeful, and valued built and natural environment opportunities for the community.
Strategic Outcome	Land use opportunities to benefit current and future communities
Strategy	Incorporate appropriate planning controls for land use planning and development.

4.3 Council Policy

A comprehensive review of all Local Planning Policies will be undertaken once LPS8 is adopted.

4.4 Financial

Current Financial Year

There are no financial implications for this matter.

Future Financial Year(s)

There are no financial implications for this matter.

4.5 Legislative

Planning and Development Act 2005

Part 72 of the Act provides the ability for the Shire to prepare and adopt a local planning scheme for the district.

Part 73 of the Act sets out the matters/content dealt with as part of a local planning scheme. LPS8 has been prepared in a manner consistent with these provisions.

The Act provides the power for the Minister for Planning to require a local government to adopt a local planning scheme. The Shire resolved to prepare a new local planning scheme on 20 April 2022.

Planning and Development (Local Planning Schemes) Regulations 2015

Part 4 outlines the process for which the Shire must follow when preparing a local planning scheme.

4.6 Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	The Council refuse to approve draft LPS8 for advertising or require major changes prior to advertising.	Minor (2)	Unlikely (2)	Low (1-4)	Accept officer's recommendation.
Compliance	The WAPC refuse to approve draft LPS8 for advertising or requires major changes prior to advertising.	Minor (2)	Unlikely (2)	Low (1-4)	Accept officer's recommendation.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

5. Voting Requirements

Simple majority

Officer Recommendation

That with respect to Consent to advertise draft Local Planning Scheme No.8, Council,

1. Pursuant to regulation 21(1)(a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, proceeds to advertise the draft Local Planning Scheme No.8 (LPS8) included in attachment 1 without modifications.
2. Delegates powers to the Chief Executive Officer to achieve the requirement of regulation 21 and 22 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, with regards to LPS8 as follows:
 - (a) refer the draft Local Planning Scheme No.8 to the Environment Protection Authority to consider if Local Planning Scheme No.8 needs to be assessed pursuant to Section 48A of the *Environmental Protection Act 1986*.
 - (b) provide two copies of Local Planning Scheme No.8 to the Western Australian Planning Commission and seek the Commission's approval to advertise the scheme without modification, pursuant to regulation 21(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
 - (c) make modifications to Local Planning Scheme No.8 to the satisfaction of the Environmental Protection Authority and/or Western Australian Planning Commission prior to commencement of advertising.
 - (d) undertake community consultation and invites submissions on the draft Local Planning Scheme No.8 for a period not less than 90 days, following approval of the Western Australian Planning Commission to advertise, pursuant to regulation 22 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
 - (e) report back to Council at the expiry of the consultation period with a final version of Local Planning Scheme No.8, with or without modifications, having regard to any submissions made.
 - (f) endorse a general position that following the endorsement of draft Local Planning Scheme No.8 for public consultation, no further amendments to Local Planning Scheme No.7 will be initiated, unless there are compelling reasons to do so.

Council Decision 144/2022**Moved Cr M Lynch****Second Cr A Sullivan****That with respect to Consent to advertise draft Local Planning Scheme No.8, Council,**

- 1. Pursuant to regulation 21(1)(a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, proceeds to advertise the draft Local Planning Scheme No.8 (LPS8) included in attachment 1 without modifications.**
- 2. Delegates powers to the Chief Executive Officer to achieve the requirement of regulation 21 and 22 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, with regards to LPS8 as follows:**
 - (a) refer the draft Local Planning Scheme No.8 to the Environment Protection Authority to consider if Local Planning Scheme No.8 needs to be assessed pursuant to Section 48A of the *Environmental Protection Act 1986*.**
 - (b) provide two copies of Local Planning Scheme No.8 to the Western Australian Planning Commission and seek the Commission's approval to advertise the scheme without modification, pursuant to regulation 21(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**
 - (c) make modifications to Local Planning Scheme No.8 to the satisfaction of the Environmental Protection Authority and/or Western Australian Planning Commission prior to commencement of advertising.**
 - (d) undertake community consultation and invites submissions on the draft Local Planning Scheme No.8 for a period not less than 90 days, following approval of the Western Australian Planning Commission to advertise, pursuant to regulation 22 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**
 - (e) report back to Council at the expiry of the consultation period with a final version of Local Planning Scheme No.8, with or without modifications, having regard to any submissions made.**
 - (f) endorse a general position that following the endorsement of draft Local Planning Scheme No.8 for public consultation, no further amendments to Local Planning Scheme No.7 will be initiated, unless there are compelling reasons to do so.**

Carried 8/0

13.2 Shire of Ashburton Construction Camp Location

File Reference	NAM.0041
Applicant or Proponent(s)	Shire of Ashburton
Author	B McKay, Manager Town Planning
Authorising Officer	T Matson, Director People & Place
Previous Meeting Reference	Special Council Meeting 17 August 2021 - Item 6.4 – 140/2021 Ordinary Council Meeting 14 December 2021 - Item 11.2 – 196/2021 Ordinary Council Meeting 8 March 2022 - Item 18.1 – 032/2022
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	Nil

1. Report Purpose

At the September 2022 Ordinary Council Meeting, a proposal was presented to construct a short term construction camp in Tom Price for the purpose of housing workers on Shire of Ashburton (Shire) related projects. Council resolved to request the Chief Executive Officer to further investigate the former Shire camp on Nameless Valley Drive (Reserve 38467) as an alternative.

The purpose of this report is to provide Council with information received regarding this site and the future options for Council.

It is recommended that Council request the Chief Executive Officer to write to the Minister for Lands and request a change of purpose of Reserve 38467 from “Experimental Farm and Gravel” to “Short Term Tourism and Key Worker Accommodation, Experimental Farm and Gravel”, with Power to Lease. This will allow for the construction of the camp on the site.

2. Background

Reserve 38467 is vested to the Shire for the purposes of “Experimental Farm and Gravel” and has been the subject of interest by a third-party operator who approached the Shire over 18 months ago, with the intention of constructing short term accommodation for workers and tourists.

With this in mind, at the 17 August 2021 Special Council Meeting, Council resolved to,

- 1. Request the Minister for Lands change the purpose of Reserve 38467 from “Experimental Farm and Gravel” to “Short Term Tourism and Key Worker Accommodation, Experimental Farm and Gravel”, with Power to Lease.*

Following the Council decision, the proponent requested the entire reserve be leased. Part of the reserve had been leased by Council to the Ashburton Aboriginal Corporation (AAC) in July 2015. The AAC lease was for the permitted use of “Experimental Farm” for a period of 10 years.

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Shire officers approached AAC requesting they surrender their lease for portion of Reserve 38467. The AAC consented to the surrender in principle, advising it wished for the Shire to explore alternative sites.

At the 14 December 2021 Ordinary Council Meeting, Council resolved to endorse the Deed of Surrender and Variation of portion of Reserve 38467 and explore an alternative area in Tom Price for AAC on similar terms to the surrendered lease. The report noted Reserve 38467 would then be leased or sold to a third-party operator.

At the 14 December 2021 Ordinary Council Meeting, Council resolved to,

- a Endorse the Deed of Surrender and Variation of portion of 41 (Reserve 38467) Nameless Valley Drive, Tom Price,*
- b Authorise the Shire President and the Chief Executive Officer to affix the Common Seal to, and execute the Deed of Surrender and Variation between the Shire of Ashburton and Ashburton Aboriginal Corporation,*
- c Authorise the Chief Executive Officer to investigate, advertise and execute a future lease with the Ashburton Aboriginal Corporation for an alternative area in Tom Price on similar terms to the surrendered lease, and*
- d Notes Reserve 38467 is proposed to be leased or sold to a third-party operator for future tourist and worker accommodation, and a further update will be provided to Council on this item.*

Following this Council decision, the Proponent confirmed they wished to purchase the Reserve in freehold, of which Council needed to endorse the surrender of the Management Order for the reserve for it to be sold by the Department of Lands, Planning and Heritage (DPLH) to the Proponent.

At the 8 March 2022 Ordinary Council Meeting, Council resolved to,

- a Authorises the payment of the financial offer, as outlined in this report, to the Ashburton Aboriginal Corporation to agree to the surrender of the lease, and contribute towards relocation costs, on the bases the Proponent reimburse the Ashburton Aboriginal Corporation for costs of fencing, and other capital invested, into the Reserve,*
- b Endorses the surrender of the Management Order over Reserve 38467 to allow the sale of Reserve 38467 as freehold land to the Proponent, as outlined in this report, and*
- c Authorises the Chief Executive Officer to sign the Statutory Declaration regarding any possible contamination of the Reserve to comply with the Department of Planning, Lands and Heritage request, and the Contaminated Sites Act 2003.*

A critical restraint on the Shire's ability to deliver capital projects within Tom Price and Paraburdoo is the lack of suitable short-term accommodation to house construction workers. The Shire made inquiries with DPLH to identify suitable land to construct a small temporary, short term accommodation facility in Tom Price.

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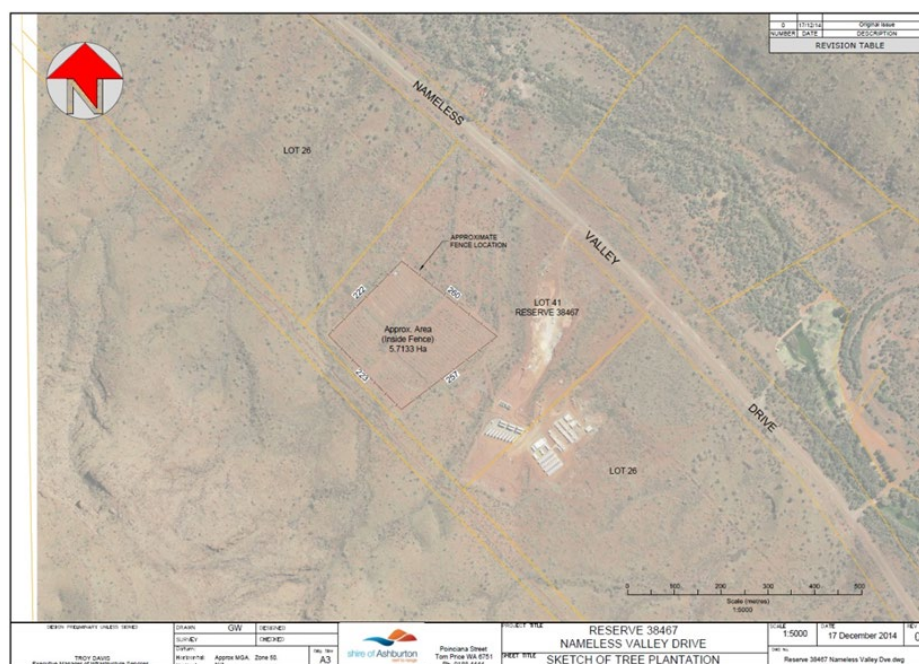
Following initial discussions, DPLH requested a business case along with the location two potential sites for investigation purposes. Referrals were finalised with no objections received for either site.

Subsequently a report was presented to the 13 September 2022 Ordinary Council Meeting, requesting a preferred location. At that meeting Council decided further investigation of the former Shire camp, on Reserve 38467 be undertaken and presented to a future meeting.

3. Comments

DPLH have advised that Australis are no longer pursuing tenure over Reserve 38467 due to objections from the Department of Mines, Industry Regulation and Safety.

As a result, Reserve 38467 is now available for consideration as a suitable site for the development of a construction camp.



4. Implications To Consider

4.1 Consultation

Executive Leadership Team

Department of Planning, Lands and Heritage

4.2 Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	Place – We will provide sustainable, purposeful, and valued built and natural environment opportunities for the community.
Strategic Outcome	Land use opportunities to benefit current and future communities
Strategy	Incorporate appropriate planning controls for land use planning and development.

4.3 Council Policy

There are no known policy implications for this matter.

4.4 Financial

Current Financial Year

There are no financial implications for this matter.

Future Financial Year(s)

Costs associated with the construction of a camp are yet to be determined.

4.5 Legislative

Land Administration Act 1997

Section 51 – Request cancellation or change of purpose or amend the boundaries of a reserve

Subject to sections 42, 43 and 45, the Minister may, by order, cancel, change the purpose of, or amend the boundaries of, or the locations or lots comprising, a reserve.

4.6 Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Financial	Council does not accept the officer's recommendation.	Unlikely (2)	Minor (2)	Low (1-4)	Provide Council with adequate information to make an informed decision.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

5. Voting Requirements

Simple majority

Officer Recommendation

That with respect to Shire of Ashburton Construction Camp Location, Council,

1. Authorises the Chief Executive Officer to request the Minister for Lands change the purpose of Lot 41, Nameless Valley Drive, Tom Price (Reserve 38467) from "Experimental Farm and Gravel" to "Short Term Tourism and Key Worker Accommodation, Experimental Farm and Gravel", with Power to Lease; and
2. Request the Chief Executive Officer to develop a business case for Council's consideration for the development of a key worker accommodation facility.

Council Decision 145/2022**Moved Cr M Lynch****Second Cr T Mladenovic****That with respect to Shire of Ashburton Construction Camp Location, Council,**

- 1. Authorises the Chief Executive Officer to request the Minister for Lands change the purpose of Lot 41, Nameless Valley Drive, Tom Price (Reserve 38467) from "Experimental Farm and Gravel" to "Short Term Tourism and Key Worker Accommodation, Experimental Farm and Gravel", with Power to Lease; and**
- 2. Request the Chief Executive Officer to develop a business case for Council's consideration for the development of a key worker accommodation facility.**

Carried 8/0

13.3 Pre-Lodgement of Section 91 Application – Mulga Downs – Proposed Rail Spur Investigation Corridor]

File Reference	RV41; ED01
Applicant or Proponent(s)	Roy Hill Infrastructure
Author	B McKay, Manager Town Planning
Authorising Officer	T Matson, Director People & Place
Previous Meeting Reference	Ordinary Council Meeting 8 February 2022 - Item 13.1 – 8/2022
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Letter from Roy Hill Infrastructure 2. Current and Previously Supported S91 Areas. 3. Proposed Investigation Corridor

1. Report Purpose

Council is required to consider the request from Roy Hill Infrastructure (RHI) for the purposes of allowing RHI to access lands within the Shire of Ashburton's (the Shire) administrative boundary, to facilitate and undertake investigative works for a proposed new rail line within the defined area for a period of two (2) years.

The purpose of this report is to consider correspondence that has been received from RHI requesting the support of the Shire by way of a non-exclusive Section 91 Licence.

Council is requested to support the 'Consent to Grant of Rail Investigation Licence' and provide RHI a non-exclusive Section 91 Licence.

2. Background

A request from RHI was received by the Shire on 6 September 2022, seeking the Shire's support prior to the lodgement of a Section 91 Licence Application (under the *Land Administration Act 1997*) to the Department of Planning, Lands and Heritage (DPLH). Please see attachment 1.

RHI is in the pre-feasibility phase of its Mulga Iron Ore Project and other projects in the Central Pilbara, and is considering viable haulage options, such as a railway spur line or haul road extending from new deposits to the railway.

To facilitate decisions on a final haulage option and route, RHI intends to apply for section 91 Licences under the *Land Administration Act 1997* (Investigation Licence) to provide land access for investigation studies.

At the 8 February 2022 Ordinary Council Meeting, Council supported a Section 91 Licence slightly north of the current investigation corridor, for a similar purpose. The attachment 2 shows the area in relation to the current application.

3. Comments

The proposed Investigation Corridor will consist of four abutting Investigation Licences (referenced as Section 1 to 4) to form a continuous licensed corridor approximately 23km in length and 1000m wide. Please see attachment 3.

The proposed investigation studies will guide detailed engineering design to further reduce the corridor and confirm the location of a preferred centreline. The proposed non-exclusive Section 91 Licence would allow RHI to undertake the following:

- Geophysical, geotechnical, and hydrogeological drilling;
- Digging test pits and costeans;
- Taking of borrow (e.g., soil, gravel, or sand);
- Track clearing; and
- Environmental and Aboriginal heritage survey investigations

The information collected will be used in the preparation of detailed proposals for the construction and operation of either a railway spur line or haul road.

The Section 91 Licence application is lodged with the Department of Planning, Lands and Heritage who are the decision makers.

In assessing the matter, the Department of Planning, Lands and Heritage should be advised the following matters need to be considered, during the investigative works and, if road haulage is to be undertaken, during construction and operational stages:

- The proposed operation of M47/1621 (currently R 47/12-1) does not clearly indicate the impacts of the investigative and operational impacts on the surrounding local road network, including Roebourne-Wittenoom Road and Mulga Downs Road. Utilisation of Shire roads will require a user agreement to ensure these roads are maintained to an adequate safe and trafficable standard considering the additional traffic movements which may occur from this project.
- The location of the proposed mining tenement within proximity of the Wittenoom Asbestos Management Area (WAMA) and subsequent water flows, need to consider the impacts of asbestos spillage emanating from the contaminated site, particularly, utilisation of the Roebourne-Wittenoom Road and Mulga Downs Road.

The proposed investigation area will not directly impact any Shire assets and infrastructure, as the study area is predominantly located within Mulga Downs pastoral lease area (PL N050370).

4. Implications To Consider

4.1 Consultation

Executive Leadership Team

4.2 Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	Place – We will provide sustainable, purposeful, and valued built and natural environment opportunities for the community.
Strategic Outcome	Land use opportunities to benefit current and future communities
Strategy	Incorporate appropriate planning controls for land use planning and development.

4.3 Council Policy

There are no known policy implications for this matter.

4.4 FinancialCurrent Financial Year

There are no known significant financial implications for this matter.

Future Financial Year(s)

There are no known significant financial implications for this matter.

4.5 Legislative

Section 91 of the *Land Administration Act 1997* allows the Minister to grant a licence on Crown land that can coexist with pastoral leases.

4.6 Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Reputation	External Stakeholders are aggrieved by the decision to support the s91 Licence.	Possible (3)	Insignificant (1)	Low (1-4)	Accept officer's recommendation.
Environmental	The occurrence of asbestos may impact the project.	Possible (3)	Insignificant (1)	Low (1-4)	Accept officer's recommendation.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

5. Voting Requirements

Simple majority

Officer Recommendation

That with respect to the Pre-Lodgement of Section 91 Application – Mulga Downs – Proposed Rail Spur Investigation Corridor, Council,

1. Authorises the Chief Executive Officer to sign the Consent to Grant of Rail Investigation Licence, as attached (Attachment 1), and
2. Authorises the Chief Executive Officer to advise the Department of Planning, Lands and Heritage of the following 'Advice Notes' as part of the attached prolongment of the Section 91 Licence Application –
 - i The proponent should be advised the use of any Shire of Ashburton owned roads during the investigative, construction and operational phases of the project will require a road user agreement (between both parties, to the Shire's satisfaction), to ensure the impacted roads are maintained to an adequate, safe, and trafficable standard considering the additional traffic movements which may occur from this project.
 - ii The proponent should be advised, given the proximity of the proposed mining lease M47/1621 to the Wittenoom Asbestos Management Area (WAMA), subsequent water flows and Contaminated Site ID No. 20175 and ID No. 73903, consideration of the impacts of asbestos spillage emanating from the contaminated sites need to be considered.
 - iii The proponent should be advised of the need to monitor and report on the impact of ground water extraction.

Council Decision	146/2022
Moved	Cr L Rumble
Second	Cr T Mladenovic
That with respect to the Pre-Lodgement of Section 91 Application – Mulga Downs – Proposed Rail Spur Investigation Corridor, Council,	
1. Authorises the Chief Executive Officer to sign the Consent to Grant of Rail Investigation Licence, as attached (Attachment 1), and	
2. Authorises the Chief Executive Officer to advise the Department of Planning, Lands and Heritage of the following ‘Advice Notes’ as part of the attached prolongment of the Section 91 Licence Application –	
i The proponent should be advised the use of any Shire of Ashburton owned roads during the investigative, construction and operational phases of the project will require a road user agreement (between both parties, to the Shire’s satisfaction), to ensure the impacted roads are maintained to an adequate, safe, and trafficable standard considering the additional traffic movements which may occur from this project.	
ii The proponent should be advised, given the proximity of the proposed mining lease M47/1621 to the Wittenoom Asbestos Management Area (WAMA), subsequent water flows and Contaminated Site ID No. 20175 and ID No. 73903, consideration of the impacts of asbestos spillage emanating from the contaminated sites need to be considered.	
iii The proponent should be advised of the need to monitor and report on the impact of ground water extraction.\	
Carried 8/0	

14 Infrastructure Services Reports

14.1 Purchase of New Medium Size Tractor and Reach Arm Deck

File Reference	EM01
Applicant or Proponent(s)	Not Applicable
Author	C Hurstfield, Manager Town Maintenance
Authorising Officer	S Kane, Acting Director Infrastructure Services
Previous Meeting Reference	132/2021 - Control of Leucaena "Weed" Trees
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Sample Photos of Tractor and Reach Arm Deck

1. Report Purpose

Council is requested to consider the purchase of a new medium size tractor and reach arm deck.

The purpose of this report is to seek Council support to increase resources available for staff to combat weed control in and around Tom Price, Paraburdoo and Onslow.

Council is requested to approve the transfer of funds from the Plant Reserve to enable the purchase of a new medium size tractor and reach arm tractor for use in controlling weeds.

2. Background

A contractor was engaged to carry out clearing of roadside vegetation along Banjima Drive in May 2022 (approximately 28km) at a cost of approximately \$180,000. Staff still have a minimum of 40km of roadside vegetation to maintain on an annual basis.

Investigations have been carried out regarding the viability of purchasing a medium size tractor and reach arm deck to carry out weed mitigation works around the roads and drains in Tom Price, Paraburdoo and Onslow.

3. Comments

When not engaged in weed control operations, this tractor will also be available to assist with slashing operations off-road in areas currently inaccessible due to existing tractors being fitted with turf tyres that are not appropriate for off-road use. It is also proposed to purchase a set of turf tyres for the new tractor to allow it to be used to assist in maintaining ovals where required.

4. Implications To Consider

4.1 Consultation

The Shire of Ashburton's Town Maintenance Coordinators and Fleet Manager have been consulted regarding this proposal to ensure that appropriate plant is specified for purchase.

4.2 Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	Place - We will provide sustainable, purposeful, and valued built and natural environment opportunities for the community.
Strategic Outcome	Attractive and sustainable townscapes offering opportunities for all communities.
Strategy	Ensure parks, gardens and open spaces are appropriately managed according to their need and use.

4.3 Council Policy

ELM21 Tree Management Overview Policy requires the management of trees to ensure public and private infrastructure protection, and motorist and pedestrian safety.

4.4 Financial

Current Financial Year

There was no funding allocated for the purchase of a medium size tractor and reach arm deck included in the adopted 2022/23 Annual Budget. It is proposed to transfer \$450,000 from the Plant Reserve to allow for the purchase of this plant.

Future Financial Year(s)

Expenses such as fuel, parts and servicing to operate the medium size tractor and reach arm deck will be included as part of operating expenses in future budget submissions.

4.5 Legislative

Section 6.8(1) of the *Local Government Act 1995* states that the local government must not incur expenditure from its municipal fund for a purpose which was not included in the annual budget unless it is authorised in advance by Council.

4.6 Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Natural environment	Uncontrolled spread of Leucaena "weed" trees and other weeds.	Likely (4)	Major (4)	High (10-16)	Purchase medium size tractor fitted with reach arm mower that is able to remove Leucaena trees from public reserves including open drains then treat with appropriate herbicide to minimise regrowth.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be medium.

5. Voting Requirements

Absolute majority

Ordinary Council Meeting Agenda

11 October 2022

Officer Recommendation

That with respect to the Purchase of New Medium Size Tractor and Reach Arm Deck, Council, in accordance with section 6.8 of the *Local Government Act 1995*, approves the transfer of \$450,000 from the Reserve Fund (Account No. RF43114) to Plant-Transport General (Account No. LX30512), to allow for the purchase of a new medium size tractor and reach arm deck.

Council Decision 147/2022**Moved Cr L Rumble****Second Cr R De Pledge**

That with respect to the Purchase of New Medium Size Tractor and Reach Arm Deck, Council, in accordance with section 6.8 of the *Local Government Act 1995*, approves the transfer of \$450,000 from the Reserve Fund (Account No. RF43114) to Plant-Transport General (Account No. LX30512), to allow for the purchase of a new medium size tractor and reach arm deck.

Carried 8/0

15 Projects and Procurement Reports

Nil

16 Councillor Agenda Items / Notices of Motion

Nil

17 Recommendations From Committee

Nil

18 New Business Of An Urgent Nature Introduced By Council Decision

Nil

19 Confidential Matters

Procedural motion

Moved Cr L Rumble

Second Cr R De Pledge

That Council, at 1:35pm, pursuant to Clause 6.2 of the *Shire of Ashburton Standing Orders Local Law 2012* consider the following confidential items behind closed doors,

19.1 Outstanding Rates Write-off and Proposed Disposal/Divestment of Unallocated Crown Land Lot 14 Camp Road and Lots 15 and 16 Turee Way (DP 216685), Paraburdoo

Carried 8/0

19.1 Outstanding Rates Write-off and Proposed Disposal/Divestment of Unallocated Crown Land Lot 14 Camp Road and Lots 15 and 16 Turee Way (DP 216685), Paraburdoo

File Reference	TUR.0015, TUR.0016, CAM.0014
Applicant or Proponent(s)	Department of Planning Lands and Heritage (DPLH)
Author	J Hunter, Property Services Officer
Authorising Officer	R Wright, Manager Land & Asset T Dayman, Acting Director Corporate Services
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	Nil

Reason For Confidentiality

This Report is confidential in accordance with section 5.23 the *Local Government Act 1995* because it deals with –

“(b) the personal affairs of any person;

(e) a matter that if disclosed, would reveal —

(iii) information about the business, professional, commercial, or financial affairs of a person.”

1. Report Purpose

The Shire of Ashburton (the Shire) has received a request from the Department of Planning, Lands and Heritage (DPLH) to write-off outstanding rates and provide any advice and comments the Shire may have regarding the proposed disposal/divestment of Unallocated Crown Land (UCL) Lot 14 Camp Road and Lots 15 and 16 Turee Way (DP 216685), Paraburdoo, in the Light Industrial Area.

Council is requested to endorse the officer's recommendation to write-off the outstanding rates on the properties and endorse the proposed response to the request for comment regarding DPLH's proposed disposal/divestment of the lots.

Ordinary Council Meeting Agenda

11 October 2022

Council Decision 148/2022**Moved Cr T Mladenovic****Second Cr A Sullivan**

That with respect to Outstanding Rates Write-off and Proposed Disposal/Divestment of Unallocated Crown Land Lot 14 Camp Road and Lots 15 and 16 Turee Way (DP 216685), Paraburdoo, Council,

- 1. Write off all rates, and unpaid debts totalling \$26,321.74 associated with the subject properties to allow the Department of Planning Lands and Heritage's divestment of the sites via a competitive process.**
- 2. Requests the Chief Executive Officer to advise the Department of Planning, Lands and Heritage that:**
 - (a) The outstanding rates and unpaid debts in relation to the subject properties have been written off;**
 - (b) Council is supportive of the proposed disposal/divestment of the subject properties;**
 - (c) Any future land use or development must comply with the Shire of Ashburton's current Local Planning Scheme, *Building Act 2011* and associated legislation; and**
 - (d) Prospective purchasers/future leaseholders should be made aware of the possibly contaminated lots, and they may be required to remediate the land.**

Carried 8/0**Procedural motion****Moved Cr R De Pledge****Second Cr A Smith**

That Council, at 1:36pm, move out from behind closed doors.

Carried 8/0

20 Next Meeting

The next Ordinary Council Meeting will be held at 1:00pm on Tuesday 8 November 2022 at Council Chambers, Onslow Shire Complex, Second Avenue, Onslow.

21 Closure Of Meeting

There being no further business, the Presiding Member closed the meeting at 1:37pm.



Agenda Item 12.1 - Attachment 1

Schedule of Accounts Paid - September 2022

Shire of Ashburton**CEO's Delegated Payment List - Regulation 13(1) Local
Government (Financial Management) Regulation 1996****List of Payments - Payment Detail for Month of September 2022**

Pursuant to the regulation:

If the local government has delegated to the CEO its power to make payment from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared -

- (a) the payee's name; and
- (b) the amount of the payment; and
- (c) the date of the payment; and
- (d) sufficient information to identify the transaction.

Description	Amount
<u>Municipal Fund</u>	
EFT	\$ 8,002,184.98
Superannuation / Payroll (DD)	\$ -
Cheque	\$ 653.65
Credit Cards	\$ 1,601.78
Bank Fees and Charges	\$ 2,935.58
Grand Total	\$ 8,007,375.99

Reference Number	Date	Name	Description	Invoice Amount	
Municipal Payments					
EFT62263	01/09/2022	3E ADVANTAGE PTY LTD	Payment		\$6,705.30
INV-70961-N4S1V5	25/08/2022	3E ADVANTAGE PTY LTD	A3 printer lease and maintenance costs August 2022	6705.30	
		3E ADVANTAGE PTY LTD Total		6705.30	\$6,705.30
EFT62264	01/09/2022	ADVANCE PRESS	Payment		\$495.00
164339	24/08/2022	ADVANCE PRESS	Provide printing services for colour brochure	495.00	
		ADVANCE PRESS Total		495.00	\$495.00
EFT62265	01/09/2022	APPLIED SAFETY & RISK MANAGEMENT	Payment		\$5,940.00
AS5669	29/08/2022	APPLIED SAFETY & RISK MANAGEMENT	Conduct WorkSafe Plan/ISO 45001 audit of Shire's Safety Management System	5940.00	
		APPLIED SAFETY & RISK MANAGEMENT Total		5940.00	\$5,940.00
EFT62266	01/09/2022	ASHBURTON ANGLERS INC	Payment		\$500.00
REFUND20220826	26/08/2022	ASHBURTON ANGLERS INC	Refund of incorrectly processed bond for stage hire Onslow	500.00	
		ASHBURTON ANGLERS INC Total		500.00	\$500.00
EFT62267	01/09/2022	AUSTRALIAN FUNDRAISING	Payment		\$1,231.00
00041927	11/08/2022	AUSTRALIAN FUNDRAISING	Supply paints for Tom Price Community event	1231.00	
		AUSTRALIAN FUNDRAISING Total		1231.00	\$1,231.00
EFT62268	01/09/2022	AIM WA	Payment		\$3,982.00
7141121	29/07/2022	AIM WA	Provide Custom Leadership Development Program Module 1 (Business Acumen)	3982.00	
		AIM WA Total		3982.00	\$3,982.00
EFT62269	01/09/2022	AUTOPRO TOM PRICE	Payment		\$19.00
00065751	20/08/2022	AUTOPRO TOM PRICE	Supply extra cut cream for Toyota Prado	19.00	
		AUTOPRO TOM PRICE Total		19.00	\$19.00
EFT62270	01/09/2022	AVANT EDGE CONSULTING	Payment		\$1,216.60
2022-1102	26/08/2022	AVANT EDGE CONSULTING	Probity review and advisory services for RFT 08.22 - Grading of Roebourne Wittenoom Rd	1216.60	
		AVANT EDGE CONSULTING Total		1216.60	\$1,216.60
EFT62271	01/09/2022	BENNCO GROUP	Payment		\$1,067.39
INV-6691	29/08/2022	BENNCO GROUP	Replace forward reverse winch controller Tom Price Swimming Pool	1067.39	
		BENNCO GROUP Total		1067.39	\$1,067.39
EFT62272	01/09/2022	BHP IRON ORE PTY LTD	Payment		\$41,632.36
A51867	23/08/2022	BHP IRON ORE PTY LTD	Rates refund for assessment A51867 LOT JRENT/I123596/LS1 COWRA CAMP WA	40485.52	
A505787	23/08/2022	BHP IRON ORE PTY LTD	Rates refund for assessment A505787 E47/01429 Exploration licence unknown WA	1146.84	
		BHP IRON ORE PTY LTD Total		41632.36	\$41,632.36
EFT62273	01/09/2022	BLACKWOODS PTY LTD	Payment		\$2,715.22
GS4038EQ	12/08/2022	BLACKWOODS PTY LTD	Supply work pants, shirts and boots for Shire employees	763.63	
GS4940EU	18/08/2022	BLACKWOODS PTY LTD	Supply safety boots for employee #1986	160.80	
PE4938EU	18/08/2022	BLACKWOODS PTY LTD	Supply gloves and pants for Town Maintenance employees	407.77	
PE4937EU	19/08/2022	BLACKWOODS PTY LTD	Supply PPE for Tom Price Waste employees	292.59	
ON4070EV	20/08/2022	BLACKWOODS PTY LTD	Supply safety boots for employee #1767	165.50	
GS2816ET	22/08/2022	BLACKWOODS PTY LTD	Supply work shirts and pants for Shire employees	294.12	
PE4939EU	23/08/2022	BLACKWOODS PTY LTD	Supply rigger gloves for Tom Price Works Depot	50.27	
PE4576EW	26/08/2022	BLACKWOODS PTY LTD	Supply PPE - Respirators and Filters for dosing of chemicals Tom Price Swimming Pool	580.54	
		BLACKWOODS PTY LTD Total		2715.22	\$2,715.22
EFT62274	01/09/2022	BUCHER MUNICIPAL	Payment		\$1,501.20
1041757	18/08/2022	BUCHER MUNICIPAL	Supply service kit for 2016 Hino FG1628 Johnston VT651 Road Sweeper (1GBG556)	1501.20	
		BUCHER MUNICIPAL Total		1501.20	\$1,501.20
EFT62275	01/09/2022	BUNNINGS GROUP LIMITED	Payment		\$38.50
2440/99883433	11/08/2022	BUNNINGS GROUP LIMITED	Supply handy storage 20 drawer compartment organiser for Tom Price Swimming Pool	38.50	
		BUNNINGS GROUP LIMITED Total		38.50	\$38.50
EFT62276	01/09/2022	C MUNRO CONTRACTORS	Payment		\$396.00
133245	25/08/2022	C MUNRO CONTRACTORS	Provide backflow testing of CK1400121 - Lot 8001 Tink St	198.00	
133246	25/08/2022	C MUNRO CONTRACTORS	Provide backflow testing of BC1560430 corner of Second Avenue / McGrath Avenue Onslow	198.00	
		C MUNRO CONTRACTORS Total		396.00	\$396.00
EFT62277	01/09/2022	CHEELA PLAINS PASTORAL CO	Payment		\$72,152.92
1482	11/08/2022	CHEELA PLAINS PASTORAL CO	Emergency / Open up grade of Ashburton Downs and Ashburton Downs Meekatharra Rd	72152.92	

Reference Number	Date	Name	Description	Invoice Amount	
		CHEELA PLAINS PASTORAL CO Total		72152.92	\$72,152.92
EFT62278	01/09/2022	CHILD SUPPORT AGENCY	Payment		\$1,060.85
DEDUCTION	28/08/2022	CHILD SUPPORT AGENCY	Payroll deductions	1060.85	
		CHILD SUPPORT AGENCY Total		1060.85	\$1,060.85
EFT62279	01/09/2022	CLEVERPATCH PTY LTD	Payment		\$386.84
454673	15/08/2022	CLEVERPATCH PTY LTD	Supply craft items for Onslow Library programs	219.02	
456332	23/08/2022	CLEVERPATCH PTY LTD	Supply craft items for Paraburdoo Library programs	167.82	
		CLEVERPATCH PTY LTD Total		386.84	\$386.84
EFT62280	01/09/2022	COCA-COLA	Payment		\$1,093.13
229227428	22/08/2022	COCA-COLA	Supply assorted drinks for sale at Onslow Airport kiosk	1093.13	
		COCA-COLA AMATIL Total		1093.13	\$1,093.13
EFT62281	01/09/2022	CORPORATE TRAVEL MANAGEMENT	Payment		\$1,853.39
I.0015380708	24/08/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11354479 Perth-Para-Perth Employee #1903 05/09/2022 - 23/09/2022	1189.55	
I.0015384181	25/08/2022	CORPORATE TRAVEL MANAGEMENT	Booking# B11293722 flight change employee #1954 Per-Para 24/08/2022 - 29/08/2022	137.58	
I.0015392453	26/08/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11312211 Perth-Karratha for Councillor 20/08/2022	526.26	
		CORPORATE TRAVEL MANAGEMENT Total		1853.39	\$1,853.39
EFT62282	01/09/2022	DATAKOM SYSTEMS (AU) PTY LTD	Microsoft 365 fee 03/08/2022 - 02/09/2022		\$7,250.22
INV1260248	26/08/2022	DATAKOM SYSTEMS (AU) PTY LTD	Microsoft 365 fee 03/08/2022 - 02/09/2022	7250.22	
		DATAKOM SYSTEMS (AU) PTY LTD Total		7250.22	\$7,250.22
EFT62283	01/09/2022	DEPARTMENT FIRE & EMERGENCY	Payment		\$446,914.49
154364	19/08/2022	DEPARTMENT FIRE & EMERGENCY	2022/23 ESL in accordance with Fire & Emergency Services Act 1998 Part 6A 36ZJ	446914.49	
		DEPARTMENT FIRE & EMERGENCY Total		446914.49	\$446,914.49
EFT62284	01/09/2022	DICE SOLUTIONS	Payment		\$4,839.38
17743	22/08/2022	DICE SOLUTIONS	Investigate issues with Ocean View Caravan Park sewer pumps tripping	172.98	
17741	22/08/2022	DICE SOLUTIONS	Provide electrical repairs to outdoor lighting at Ocean View Caravan Park ablutions	477.38	
17763	30/08/2022	DICE SOLUTIONS	Provide electrical repairs for Thalanyji Oval pump	4189.02	
		DICE SOLUTIONS Total		4839.38	\$4,839.38
EFT62285	01/09/2022	DIRECT TRADES SUPPLY PTY LTD	Payment		\$358.00
564246	24/08/2022	DIRECT TRADES SUPPLY PTY LTD	Supply 2 x Milwaukee M18 5AMP Batteries for Onslow-Peedamulla Rd works	358.00	
		DIRECT TRADES SUPPLY PTY LTD Total		358.00	\$358.00
EFT62286	01/09/2022	DOONGURRA CIVIL MINING	Payment		\$176,920.59
INV-0339	30/08/2022	DOONGURRA CIVIL MINING	Maintenance Grading of Red Hill Rd, Yanrev Rd, Towera Lyndon Rd	96089.07	
INV-0341	30/08/2022	DOONGURRA CIVIL MINING	Maintenance Grading of Maroondah Rd and Nvang Rd	47803.47	
INV-0362	30/08/2022	DOONGURRA CIVIL MINING	Provide General Plant Operators to Maintenance Grading Projects	33028.05	
		DOONGURRA CIVIL MINING Total		176920.59	\$176,920.59
EFT62287	01/09/2022	DOUG PEARCE	Payment		\$1,196.87
EXPENSE20220829	29/08/2022	DOUG PEARCE	Reimbursement of flights costs for employee #1033	1196.87	
		DOUG PEARCE Total		1196.87	\$1,196.87
EFT62288	01/09/2022	EASIFLEET PTY LTD	Payment		\$3,062.10
161624	01/08/2022	EASIFLEET PTY LTD	Novated leases for employees #1956 and #1870 August 2022	4324.77	
162154 CREDIT	01/08/2022	EASIFLEET PTY LTD	Credit to offset incorrectly charged novated lease on invoice 16124	-1262.67	
		EASIFLEET PTY LTD Total		3062.10	\$3,062.10
EFT62289	01/09/2022	EDGELOE ENGINEERING PTY LTD	Payment		\$3,300.00
I000588	27/08/2022	EDGELOE ENGINEERING PTY LTD	Provide engineering services for Onslow north precincts roads and services	3300.00	
		EDGELOE ENGINEERING PTY LTD Total		3300.00	\$3,300.00
EFT62290	01/09/2022	FUJIFILM BUSINESS INNOVATION	Payment		\$133.10
Q5773684	22/08/2022	FUJIFILM BUSINESS INNOVATION	SES Printer Serial #761541 Lease/Rental Agreement for period 22/09/2022 - 21/10/2022	133.10	
		FUJIFILM BUSINESS INNOVATION Total		133.10	\$133.10
EFT62291	01/09/2022	GREENFIELD TECHNICAL SERVICES	Payment		\$1,399.75
INV-2647	14/07/2022	GREENFIELD TECHNICAL SERVICES	Provide support for AGRN20 flood damage reinstatement works	574.75	
INV-2772	27/08/2022	GREENFIELD TECHNICAL SERVICES	Prepare scope of works and preliminary assessment Nameless Valley Rd upgrade proposal	825.00	
		GREENFIELD TECHNICAL SERVICES Total		1399.75	\$1,399.75
EFT62292	01/09/2022	HERBERT SMITH FREEHILLS	Payment		\$26,232.58
51029783	05/08/2022	HERBERT SMITH FREEHILLS	Provide legal advice in regard to Onslow water tank mural	9028.25	

Reference Number	Date	Name	Description	Invoice Amount	
51030004	29/08/2022	HERBERT SMITH FREEHILLS	Professional fees in regard to General IR/ER advice for period to 23/08/2022	17204.33	
		HERBERT SMITH FREEHILLS Total		26232.58	\$26,232.58
EFT62293	01/09/2022	HITACHI CONSTRUCTION	Payment		\$746.38
SI1071600	11/08/2022	HITACHI CONSTRUCTION	Supply air filters for John Deere and Komatsu loaders	746.38	
		HITACHI CONSTRUCTION Total		746.38	\$746.38
EFT62294	01/09/2022	HOUSING AUTHORITY	Payment		\$4,020.45
RENT20220803	03/08/2022	HOUSING AUTHORITY	Rent for 5B Second Avenue, Onslow 05/09/2022 - 31/10/2022	4000.00	
40517508-20220816	16/08/2022	HOUSING AUTHORITY	Water consumption for 5B Second Ave Onslow 06/06/2022 - 05/08/2022	20.45	
		HOUSING AUTHORITY Total		4020.45	\$4,020.45
EFT62295	01/09/2022	INDEPENDENT FUEL SOLUTIONS	Payment		\$17,035.37
INV-11046	23/08/2022	INDEPENDENT FUEL SOLUTIONS	Transport of bulk tank from Peedamulla to Twitchin Road Works Camp	1161.60	
INV-11053	24/08/2022	INDEPENDENT FUEL SOLUTIONS	Supply 8,002x litres diesel fuel for Twitchin Road bulk fuel tank	15237.34	
INV-11070	28/08/2022	INDEPENDENT FUEL SOLUTIONS	Hire of 27,000L bulk fuel tank for Tom Price Works Depot September 2022	636.43	
		INDEPENDENT FUEL SOLUTIONS Total		17035.37	\$17,035.37
EFT62296	01/09/2022	INDUSTRIAL AUTOMATION	Payment		\$699.05
SINV-14946	30/08/2022	INDUSTRIAL AUTOMATION	Remote access operational costs Onslow Standpipe Controller 01/07/2022 - 31/12/2022	699.05	
		INDUSTRIAL AUTOMATION Total		699.05	\$699.05
EFT62297	01/09/2022	INITIAL HYGIENE	Payment		\$3,928.27
97454000	15/08/2022	INITIAL HYGIENE	Contract #K63/C/54045341 - Hygiene services for Shire Facilities 28/09/2022 - 27/10/2022	3928.27	
		INITIAL HYGIENE Total		3928.27	\$3,928.27
EFT62298	01/09/2022	JEROME DAVENPORT	Payment		\$7,744.00
20220810 PO74001	10/08/2022	JEROME DAVENPORT	Provide services for BHP Vital Resources Project	7744.00	
		JEROME DAVENPORT Total		7744.00	\$7,744.00
EFT62299	01/09/2022	KHB MOBILE MECHANICAL	Payment		\$1,225.24
00025955	24/08/2022	KHB MOBILE MECHANICAL	Provide vehicle service for Toyota Hiace 3.0 Van (AS9109)	601.54	
00026008	29/08/2022	KHB MOBILE MECHANICAL	Provide AC service for Mitsubishi Fuso Prime Mover (AS8327)	434.50	
00026015	29/08/2022	KHB MOBILE MECHANICAL	Provide windscreen chips repairs for Toyota Hilux 4x4 (AS9367)	189.20	
		KHB MOBILE MECHANICAL Total		1225.24	\$1,225.24
EFT62300	01/09/2022	KONE ELEVATORS PTY LTD	Payment		\$1,454.21
193826628	17/08/2022	KONE ELEVATORS PTY LTD	Provide Onslow Administration Office elevator servicing period 01/10/2022 - 31/12/2022	1454.21	
		KONE ELEVATORS PTY LTD Total		1454.21	\$1,454.21
EFT62301	01/09/2022	LANDGATE	Payment		\$267.30
377619	22/08/2022	LANDGATE	Gross rental valuations chargeable schedule G 2022/08 period 09/07/2022 - 05/08/2022	71.80	
377841	26/08/2022	LANDGATE	Mining tenements chargeable schedule No. M2202/08 period 08/07/2022 - 05/08/2022	195.50	
		LANDGATE Total		267.30	\$267.30
EFT62302	01/09/2022	LAVAZZA AUSTRALIA OCS	Payment		\$1,063.86
P0893526	26/07/2022	LAVAZZA AUSTRALIA OCS	Supply coffee and milk for Tom Price Administration Office	569.25	
P0895481	09/08/2022	LAVAZZA AUSTRALIA OCS	Supply coffee, milk and hot chocolate for Onslow Works Depot	494.61	
		LAVAZZA AUSTRALIA OCS Total		1063.86	\$1,063.86
EFT62303	01/09/2022	LK ADVISORY PTY LTD	Payment		\$2,145.00
18-0486	25/08/2022	LK ADVISORY PTY LTD	Provide JDAP Representation for Lot 300 Back Beach Rd, Onslow	2145.00	
		LK ADVISORY PTY LTD Total		2145.00	\$2,145.00
EFT62304	01/09/2022	LOCAL COMMUNITY INSURANCE	Payment		\$1,062.60
051-856119	12/07/2022	LOCAL COMMUNITY INSURANCE	LCIS Public and Products Liability - Uninsured stallholders for period 18/08/2022-18/08/2023	1062.60	
		LOCAL COMMUNITY INSURANCE Total		1062.60	\$1,062.60
EFT62305	01/09/2022	LG PROFESSIONALS WA	Payment		\$40.00
34190	05/08/2022	LG PROFESSIONALS WA	Provide live stream of Communications Comes to Town on 26/08/2022	40.00	
		LG PROFESSIONALS WA Total		40.00	\$40.00
EFT62306	01/09/2022	MATTHEW LYNCH	Payment		\$342.71
CRTRAVEL20220824	24/08/2022	MATTHEW LYNCH	Travel costs due to incorrect calculation for Onslow Council Meeting 09/08/2022	342.71	
		MATTHEW LYNCH Total		342.71	\$342.71
EFT62307	01/09/2022	MAXXIA PTY LTD	Payment		\$865.05
DEDUCTION	28/08/2022	MAXXIA PTY LTD	Payroll deductions	434.87	
DEDUCTION	28/08/2022	MAXXIA PTY LTD	Payroll deductions	430.18	

Reference Number	Date	Name	Description	Invoice Amount	
		MAXXIA PTY LTD Total		865.05	\$865.05
EFT62308	01/09/2022	MCMAHON BURNETT	Payment		\$590.19
00029886	15/08/2022	MCMAHON BURNETT	Freight charges Perth - Onslow	590.19	
		MCMAHON BURNETT Total		590.19	\$590.19
EFT62309	01/09/2022	MJ ANDREWS NOMINEES	Payment		\$92.00
REFUND20220826	21/03/2022	MJ ANDREWS NOMINEES	Refund due to overpayment of PUPP	92.00	
		MJ ANDREWS NOMINEES PTY LTD		92.00	\$92.00
EFT62310	01/09/2022	MOBECRETE AND CONSTRUCTION	Payment		\$5,248.73
00007826	19/08/2022	MOBECRETE AND CONSTRUCTION	Supply 10t of road base for Paraburdoo street maintenance	1270.50	
00007862	29/08/2022	MOBECRETE AND CONSTRUCTION	Provide concreting works for Fortescue Place footpath, Paraburdoo	3978.23	
		MOBECRETE AND CONSTRUCTION Total		5248.73	\$5,248.73
EFT62311	01/09/2022	MODERN TEACHING AIDS PTY LTD	Payment		\$57.11
45002346	19/08/2022	MODERN TEACHING AIDS PTY LTD	Supply craft items for Paraburdoo Library programs	57.11	
		MODERN TEACHING AIDS PTY LTD Total		57.11	\$57.11
EFT62312	01/09/2022	MONSTERBALL AMUSEMENTS	Payment		\$7,495.00
11346421	31/08/2022	MONSTERBALL AMUSEMENTS	50% deposit for Monsterball equipment hire for Paraburdoo event	7495.00	
		MONSTERBALL AMUSEMENTS Total		7495.00	\$7,495.00
EFT62313	01/09/2022	MOORE AUSTRALIA (WA)	Payment		\$11,968.00
425641	31/07/2022	MOORE AUSTRALIA (WA)	Professional services in regard to HR and Payroll processes internal audit	5500.00	
426024	29/08/2022	MOORE AUSTRALIA (WA)	Provide professional services for HR and Payroll processes internal audit	5500.00	
426077	30/08/2022	MOORE AUSTRALIA (WA)	Professional services in regard to Audit Log and Agenda Papers August 2022	968.00	
		MOORE AUSTRALIA (WA) Total		11968.00	\$11,968.00
EFT62314	01/09/2022	NTC CONTRACTING	Payment		\$2,500.00
0000003087	16/08/2022	NTC CONTRACTING	Provide grader hire for Onslow Airport boundary works	2500.00	
		NTC CONTRACTING Total		2500.00	\$2,500.00
EFT62315	01/09/2022	ONSLow BEACH RESORT	Payment		\$37.00
24378	24/08/2022	ONSLow BEACH RESORT	Provide meals for Shire contractor 23/08/2022	37.00	
		ONSLow BEACH RESORT Total		37.00	\$37.00
EFT62316	01/09/2022	ONSLow GENERAL STORE	Payment		\$1,826.32
PO74084-28/08/2022	25/08/2022	ONSLow GENERAL STORE	Supply catering pizzas for Onslow Airport	150.00	
PO74117-PE-	25/08/2022	ONSLow GENERAL STORE	Supply snack items for sale at Onslow Aquatic Centre Kiosk	743.16	
PO74171-PE-	25/08/2022	ONSLow GENERAL STORE	Refreshments for Pool staff training	66.51	
PE-22/08/2022-1	28/08/2022	ONSLow GENERAL STORE	Onslow Airport consumables	237.80	
PE-28/08/2022-2	28/08/2022	ONSLow GENERAL STORE	Onslow Aquatic Centre consumables	66.30	
PE-28/08/2022-3	28/08/2022	ONSLow GENERAL STORE	Onslow Works Depot Consumables	527.03	
PE-28/08/2022-4	28/08/2022	ONSLow GENERAL STORE	Onslow Consumables - Facilities	35.52	
		ONSLow GENERAL STORE Total		1826.32	\$1,826.32
EFT62317	01/09/2022	PARABURDOO INN	Payment		\$750.00
3526	28/08/2022	PARABURDOO INN	Provide accommodation for employee #1954 28/08/2022	250.00	
3527	28/08/2022	PARABURDOO INN	Provide accommodation for employee #1868 28/08/2022	250.00	
3524	28/08/2022	PARABURDOO INN	Provide accommodation for Councillor 28/08/2022	250.00	
		PARABURDOO INN Total		750.00	\$750.00
EFT62318	01/09/2022	PAUL DISCOMBE	Payment		\$280.00
REFUND20220824	24/08/2022	PAUL DISCOMBE	Refund for Onslow Sun Chalets booking 08/08/2022	280.00	
		PAUL DISCOMBE Total		280.00	\$280.00
EFT62319	01/09/2022	PETER BEACHAM	Payment		\$313.50
1138	28/08/2022	PETER BEACHAM	Supply and replace locks Onslow TV compound	313.50	
		PETER BEACHAM Total		313.50	\$313.50
EFT62320	01/09/2022	PFD FOOD SERVICES PTY LTD	Payment		\$689.55
LD770273	23/08/2022	PFD FOOD SERVICES PTY LTD	Supply food items for sale at Onslow Airport Kiosk	689.55	
		PFD FOOD SERVICES PTY LTD Total		689.55	\$689.55
EFT62321	01/09/2022	PILBARA FOOD SERVICES	Payment		\$1,838.34
S1134436	24/08/2022	PILBARA FOOD SERVICES	Supply food items for on sale at Tom Price Swimming Pool kiosk	1653.50	
S1134586	29/08/2022	PILBARA FOOD SERVICES	Supply food items for Tom Price Swimming Pool kiosk	184.84	

Reference Number	Date	Name	Description	Invoice Amount	
		PILBARA FOOD SERVICES Total		1838.34	\$1,838.34
EFT62322	01/09/2022	PILBARA TREES	Payment		\$2,018.50
INV-1059	26/08/2022	PILBARA TREES	Provide tree removal at 653 Kiah St Tom Price	2018.50	
		PILBARA TREES Total		2018.50	\$2,018.50
EFT62323	01/09/2022	PLATINUM SURVEYS	Payment		\$1,100.00
INV-0057	30/08/2022	PLATINUM SURVEYS	Extract Survey data for Lot 385	550.00	
INV-0056	30/08/2022	PLATINUM SURVEYS	Provide survey services to updated the under services as-con Onslow Sun Chalets	550.00	
		PLATINUM SURVEYS Total		1100.00	\$1,100.00
EFT62324	01/09/2022	PREMIER TRUCK PAINTERS PTY LTD	Payment		\$10,000.00
INV-0434	29/08/2022	PREMIER TRUCK PAINTERS PTY LTD	Part Payment #4 for Restoration of Bedford Fire Truck	10000.00	
		PREMIER TRUCK PAINTERS PTY LTD Total		10000.00	\$10,000.00
EFT62325	01/09/2022	PUBLIC TRUSTEE FOR MS L HERBERT	Payment		\$500.00
REFUND20220829-	29/08/2022	PUBLIC TRUSTEE FOR MS L HERBERT	Refund for Onslow Sun Chalets booking 25/08/2022 - 27/08/2022	500.00	
		PUBLIC TRUSTEE FOR MS L HERBERT Total		500.00	\$500.00
EFT62326	01/09/2022	PULSE SOFTWARE	Payment		\$15,840.00
INV-1816	16/08/2022	PULSE SOFTWARE	Pulse software implementation fee	15840.00	
		PULSE SOFTWARE Total		15840.00	\$15,840.00
EFT62327	01/09/2022	RAY WHITE EXMOUTH	Payment		\$4,779.76
005319-11BMCGRATH	25/08/2022	RAY WHITE EXMOUTH	Rent for 11B McGrath Ave, Onslow 16/09/2022 - 15/10/2022	2389.88	
005329-42THIRD	26/08/2022	RAY WHITE EXMOUTH	Rent for 42 Third Ave, Onslow 17/09/2022 - 16/10/2022	2389.88	
		RAY WHITE EXMOUTH Total		4779.76	\$4,779.76
EFT62328	01/09/2022	RIO TINTO - PILBARA IRON	Payment		\$192.08
5000858901	25/08/2022	RIO TINTO - PILBARA IRON	Water and sewerage charges for 605 Boolee St, Tom Price Jul - Sep 2022	192.08	
		RIO TINTO - PILBARA IRON Total		192.08	\$192.08
EFT62329	01/09/2022	SGS AUSTRALIA PTY LTD	Payment		\$216.56
NE00089027	29/07/2022	SGS AUSTRALIA PTY LTD	Provide monthly water sample analysis for Waste Water Treatment Plant Onslow	216.56	
		SGS AUSTRALIA PTY LTD Total		216.56	\$216.56
EFT62330	01/09/2022	SHIRE OF ASHBURTON	Payment		\$4,227.99
DEDUCTION	28/08/2022	SHIRE OF ASHBURTON	Payroll deductions	3977.99	
DEDUCTION	28/08/2022	SHIRE OF ASHBURTON	Payroll deductions	250.00	
		SHIRE OF ASHBURTON Total		4227.99	\$4,227.99
EFT62331	01/09/2022	SIGMA CHEMICALS	Payment		\$3,704.76
157771/01	17/08/2022	SIGMA CHEMICALS	Supply Robo-Pro 30m commercial robot for Onslow Aquatic Centre	2200.00	
159715/01	23/08/2022	SIGMA CHEMICALS	Provide repairs to robotic pool cleaner	1504.76	
		SIGMA CHEMICALS Total		3704.76	\$3,704.76
EFT62332	01/09/2022	SLATER & GORDON TRUST	Payment		\$46,000.00
WILLIAMSWITTENOO	30/08/2022	SLATER & GORDON TRUST	CONFIDENTIAL: Wittenoom Asbestos Claim - payment of Shire's share of compensation	46000.00	
		SLATER & GORDON TRUST Total		46000.00	\$46,000.00
EFT62333	01/09/2022	SODEXO - RENTAL PAYMENTS	Payment		\$1,733.33
PM01-039916	25/08/2022	SODEXO - RENTAL PAYMENTS	Rent for 2/04 Canberra Dr, Tom Price 08/09/2022 - 07/10/2022	910.00	
PM01-039914	25/08/2022	SODEXO - RENTAL PAYMENTS	Rent for 4/10 Canberra Dr, Tom Price 08/09/2022 - 07/10/2022	823.33	
		SODEXO - RENTAL PAYMENTS Total		1733.33	\$1,733.33
EFT62334	01/09/2022	SONIC HEALTHPLUS PTY LTD	Payment		\$1,356.30
2672079	02/07/2022	SONIC HEALTHPLUS PTY LTD	Provide pre-employment medical assessment 01/07/2022	452.10	
2715180	24/08/2022	SONIC HEALTHPLUS PTY LTD	Provide pre-employment medical assessment 23/08/2022	452.10	
2719216	30/08/2022	SONIC HEALTHPLUS PTY LTD	Provide pre-employment medical assessment 29/08/2022	452.10	
		SONIC HEALTHPLUS PTY LTD Total		1356.30	\$1,356.30
EFT62335	01/09/2022	STRATAGREEN	Payment		\$2,870.60
147693	24/08/2022	STRATAGREEN	Supply fertilisers for Thalanvii Oval Onslow	2870.60	
		STRATAGREEN Total		2870.60	\$2,870.60
EFT62336	01/09/2022	T.J. DEPIAZZI & SONS	Payment		\$9,089.60
123840	16/08/2022	T.J. DEPIAZZI & SONS	Supply lawn mix for Paraburdoo Town Maintenance	9089.60	
		T.J. DEPIAZZI & SONS Total		9089.60	\$9,089.60
EFT62337	01/09/2022	TECHNOLOGY ONE LTD	Payment		\$10,414.10

Reference Number	Date	Name	Description	Invoice Amount	
212690	22/08/2022	TECHNOLOGY ONE LTD	Subscription for Technology One Spatial period 01/09/2022 - 31/08/2023	10414.10	
		TECHNOLOGY ONE LTD Total		10414.10	\$10,414.10
EFT62338	01/09/2022	TNT EXPRESS (FEDEX EXPRESS T/AS)	Payment		\$263.18
64625971	27/08/2022	TNT EXPRESS (FEDEX EXPRESS T/AS)	Con# 980206501588 - freight water samples from Tom Price to Pathwest 15/08/2022	263.18	
		TNT EXPRESS (FEDEX EXPRESS T/AS) Total		263.18	\$263.18
EFT62339	01/09/2022	TOLL GLOBAL EXPRESS (2085060)	Payment		\$1,159.41
1616-3VA230	15/08/2022	TOLL GLOBAL EXPRESS (2085060)	Freight charges	444.88	
1617-3VA230	21/08/2022	TOLL GLOBAL EXPRESS (2085060)	Freight charges	714.53	
		TOLL GLOBAL EXPRESS (2085060) Total		1159.41	\$1,159.41
EFT62340	01/09/2022	TOLL GLOBAL EXPRESS (1050717)	Payment		\$146.27
720586	16/08/2022	TOLL GLOBAL EXPRESS (1050717)	Freight charges	146.27	
		TOLL GLOBAL EXPRESS (1050717) Total		146.27	\$146.27
EFT62341	01/09/2022	TOLL GLOBAL EXPRESS (2085599)	Payment		\$212.23
0434-80742816	15/08/2022	TOLL GLOBAL EXPRESS (2085599)	Freight charges	212.23	
		TOLL GLOBAL EXPRESS (2085599) Total		212.23	\$212.23
EFT62342	01/09/2022	TOM PRICE BETTA HOME LIVING	Payment		\$599.00
43010013176	27/08/2022	TOM PRICE BETTA HOME LIVING	Supply top load washer for road crew, Twitchin Road	599.00	
		TOM PRICE BETTA HOME LIVING Total		599.00	\$599.00
EFT62343	01/09/2022	TOM PRICE PHYSIO PTY LTD	Payment		\$1,100.00
0003041	12/06/2022	TOM PRICE PHYSIO PTY LTD	Provide Introduction to Sports Strapping workshop Tom Price	1100.00	
		TOM PRICE PHYSIO PTY LTD Total		1100.00	\$1,100.00
EFT62344	01/09/2022	TORQUE TECH MECHANICAL	Payment		\$3,350.00
54.071	25/08/2022	TORQUE TECH MECHANICAL	Supply tyres for John Deere 644 K Tool Carrier / Wheel loader (AS044)	3350.00	
		TORQUE TECH MECHANICAL Total		3350.00	\$3,350.00
EFT62345	01/09/2022	TUTT BRYANT EQUIPMENT	Payment		\$5,183.20
008474724	25/08/2022	TUTT BRYANT EQUIPMENT	Supply steering cylinder for Bomag BC572RB-2 Landfill Compactor	5183.20	
		TUTT BRYANT EQUIPMENT Total		5183.20	\$5,183.20
EFT62346	01/09/2022	WA RETICULATION SUPPLIES	Payment		\$277.75
M7500	23/08/2022	WA RETICULATION SUPPLIES	Supply 2x Irritrol Junior DC Controllers for Tom Price Town Maintenance	277.75	
		WA RETICULATION SUPPLIES Total		277.75	\$277.75
EFT62347	01/09/2022	WATER CORPORATION	Payment		\$32,751.98
9020481789-0045	09/08/2022	WATER CORPORATION	Water service charge Unit 8 / 7 Anketell Ct Onslow Lot 667 01/07/2022 - 31/08/2022	223.16	
9008513338-0169	15/08/2022	WATER CORPORATION	Water consumption for 86 Second Av Onslow Lot 674 Res 40014 09/06/2022 - 11/08/2022	420.27	
9008514736-0141	15/08/2022	WATER CORPORATION	Water consumption Cameron Av Onslow Lot 555 RES 30686 09/06/2022 - 11/08/2022	237.42	
9008514875-0138	15/08/2022	WATER CORPORATION	Water consumption trickle irrigation at Second Av Onslow Lot 1000 09/06/2022 - 11/08/2022	1353.58	
9008515237-0153	15/08/2022	WATER CORPORATION	Water consumption 8 B Anketell Ct Onslow Lot 109/06/2022 - 11/08/2022	380.92	
9008516029-0137	15/08/2022	WATER CORPORATION	Water consumption Beadon Creek Rd Onslow Lot 500 RES 3327409/06/2022 - 11/08/2022	971.52	
9009029679-0145	15/08/2022	WATER CORPORATION	Water consumption 51 Third Av Onslow Lot 644 RES 30686 06/06/2022 - 11/08/2022	8057.57	
9014648570-0081	15/08/2022	WATER CORPORATION	Water consumption Unit 2 / 46 Second Av Onslow Lot 654 RES 38730 07/06/2022 - 10/08/2022	49.47	
9014648589-0081	15/08/2022	WATER CORPORATION	Water consumption Unit 3 / 46 Second Av Onslow Lot 654 RES 38730 07/06/2022 - 10/08/2022	14.87	
9014648597-0078	15/08/2022	WATER CORPORATION	Water consumption Unit 4 / 46 Second Av Onslow Lot 654 RES 38730 07/06/2022 - 10/08/2022	22.31	
9014648618-0081	15/08/2022	WATER CORPORATION	Water consumption Unit 5 / 46 Second Av Onslow Lot 654 RES 38730 07/06/2022 - 10/08/2022	52.05	
9014648626-0081	15/08/2022	WATER CORPORATION	Water Consumption Unit 6 / 46 Second Av Onslow Lot 654 RES 38730 07/06/2022 - 10/08/2022	263.86	
9014648634-0078	15/08/2022	WATER CORPORATION	Water Consumption Unit 7 / 46 Second Av Onslow Lot 654 RES 38730 07/06/2022 - 10/08/2022	52.02	
9014648642-0081	15/08/2022	WATER CORPORATION	Water Consumption Unit 8 / 46 Second Av Onslow Lot 654 RES 38730 07/06/2022 - 10/08/2022	9.30	
9014648650-0076	15/08/2022	WATER CORPORATION	Water Consumption Unit 9 / 46 Second Av Onslow Lot 654 RES 38730 07/06/2022 - 10/08/2022	121.37	
9014648669-0079	15/08/2022	WATER CORPORATION	Water Consumption Unit 10 / 46 Second Av Onslow Lot 654 RES 38730 07/06/2022 - 10/08/2022	258.36	
9017509568-0064	15/08/2022	WATER CORPORATION	Water consumption McGrath Av Onslow Lot 500 RES 4556106/06/2022 - 11/08/2022	475.32	
9018501162-0051	15/08/2022	WATER CORPORATION	Water consumption 8 C Anketell Ct Onslow Lot 1 09/06/2022 - 11/08/2022	576.25	
9008513274-0185	15/08/2022	WATER CORPORATION	Water consumption at 46 Second Av. Onslow Lot 654 Res 38730 06/06/2022 - 10/08/2022	1277.80	
9018501170-0052	15/08/2022	WATER CORPORATION	Water consumption 8 A Anketell Ct Onslow Lot 1 09/06/2022 - 11/08/2022	361.93	
9018842565-0057	15/08/2022	WATER CORPORATION	Water consumption Unit 2 / 5 Anketell Ct Onslow Lot 666 09/06/2022 - 10/08/2022	210.67	
9018842573-0058	15/08/2022	WATER CORPORATION	Water consumption Unit 3 / 5 Anketell Ct Onslow Lot 666 09/06/2022 - 11/08/2022	212.53	
9020549296-0048	15/08/2022	WATER CORPORATION	Water consumption Nxt L500 Onslow Rd Onslow Lot ROAD RESERVE 09/06/2022 - 11/08/2022	100.97	

Reference Number	Date	Name	Description	Invoice Amount	
9020871832-0036	15/08/2022	WATER CORPORATION	Water consumption 56 Yungu Rd Onslow Lot 94 09/06/2022 - 11/08/2022	697.26	
9020941589-0057	15/08/2022	WATER CORPORATION	Water consumption Yungu Rd Onslow Lot 8000 09/06/2022 - 11/08/2022	5116.88	
9021006867-0033	15/08/2022	WATER CORPORATION	Water consumption 6 Carlyon Rd Onslow Lot 170 09/06/2022 - 11/08/2022	908.57	
9021007093-0035	15/08/2022	WATER CORPORATION	Water consumption 16 Tink St Onslow Lot 194 09/06/2022 - 11/08/2022	633.16	
9008513530-0196	15/08/2022	WATER CORPORATION	Water consumption 253 Second Av, Onslow Lot 302 08/06/2022 - 11/08/2022	749.06	
9008514728-0062	15/08/2022	WATER CORPORATION	Water consumption McCrae Pl Onslow Lot 643 RES 25799 08/06/2022 - 11/08/2022	3012.89	
9008515851-0160	15/08/2022	WATER CORPORATION	Water Consumption Simpson St Onslow Lot 385 09/06/2022 - 09/08/2022	202.99	
9008513100-0190	16/08/2022	WATER CORPORATION	Water consumption charges 7 First Av Onslow 06/06/2022 - 05/08/2022	295.49	
9008514074-0182	16/08/2022	WATER CORPORATION	Water consumption 20 Third Av Onslow Lot 325 06/06/2022 - 12/08/2022	883.02	
9008514218-0184	16/08/2022	WATER CORPORATION	Water consumption 11 Third Av Onslow Lot 584 08/06/2022 - 12/08/2022	1455.27	
9008514234-0189	16/08/2022	WATER CORPORATION	Water consumption 13 Third Av Onslow Lot 585 08/06/2022 - 12/08/2022	723.39	
9018028096-0060	19/08/2022	WATER CORPORATION	Water service charge Unit 1 / 9 Second Av Onslow Lot 318 01/07/2022 - 31/08/2022	201.03	
9018028109-0062	19/08/2022	WATER CORPORATION	Water service charge Unit 2 / 9 Second Av Onslow Lot 318 01/07/2022 - 31/08/2022	201.03	
9018028117-0060	19/08/2022	WATER CORPORATION	Water service charge Unit 3 / 9 Second Av Onslow Lot 318 01/07/2022 - 31/08/2022	201.03	
9018831794-0066	19/08/2022	WATER CORPORATION	Water use 9 Second Av Onslow Lot 318 06/06/2022 - 08/08/2022	1720.56	
9008514197-0109	19/08/2022	WATER CORPORATION	Water consumption Third Av Onslow Lot 381 06/06/2022 - 08/08/2022	46.83	
		WATER CORPORATION Total		32751.98	\$32,751.98
EFT62348	01/09/2022	WELDING SOLUTIONS	Payment		\$599.50
INV-06733	16/08/2022	WELDING SOLUTIONS	Supplv Stalker 80 HL Bearing and seal kit for Duraquip Hydrator 32000 litre Water Tanker (1TRO090)	599.50	
		WELDING SOLUTIONS Total		599.50	\$599.50
EFT62349	01/09/2022	WHITEHAUS ARCHITECTS PTY LTD	Payment		\$5,072.38
INV-22148	24/08/2022	WHITEHAUS ARCHITECTS PTY LTD	Provide concept planning for proposed extensions to Onslow Administration Centre	5072.38	
		WHITEHAUS ARCHITECTS PTY LTD Total		5072.38	\$5,072.38
EFT62350	01/09/2022	WORMALD AUSTRALIA	Payment		\$6,011.49
8768312	24/08/2022	WORMALD AUSTRALIA	Supply and install 9 x 4.5Kg ABE extinguishers Onslow Sun Chalets	1471.80	
8768241	24/08/2022	WORMALD AUSTRALIA	Supply and install 1 x 2.5Kg ABE extinguisher 2 x extinguisher location signs Onslow V Swans	228.80	
8768291	24/08/2022	WORMALD AUSTRALIA	Remove old, supply and install 1 x 4.5kg ABE extinguisher Onslow Swimming Pool	244.20	
8768292	24/08/2022	WORMALD AUSTRALIA	Remove and dispose of existing 2 x 7ah batteries, supply and install new Onslow Visitor Centre	349.05	
8768293	24/08/2022	WORMALD AUSTRALIA	Supply and install 1 x 1.0Kg ABE extinguisher, 1 x 3.5Kg CO2 extinguisher, Onslow Business House	385.00	
8768300	24/08/2022	WORMALD AUSTRALIA	Supply and install fire extinguishers and signage Onslow Works Depot	950.40	
8768302	24/08/2022	WORMALD AUSTRALIA	Supply and install fire extinguishers Onslow Senior Citizen and Carinya units	352.00	
8769557	25/08/2022	WORMALD AUSTRALIA	Fire Equipment Inspection, Testing and Servicing - Onslow Airport	728.75	
8769558	25/08/2022	WORMALD AUSTRALIA	Fire Equipment Inspection, Testing and Servicing - Onslow MPC and Shire Admin Office	905.49	
8773708	30/08/2022	WORMALD AUSTRALIA	Supply and install 1 x logbook cabinet & 1 x emergency light logbook Onslow Sports Club	396.00	
		WORMALD AUSTRALIA Total		6011.49	\$6,011.49
EFT62351	01/09/2022	XERO FIRE & RISK	Payment		\$1,650.00
171956	24/08/2022	XERO FIRE & RISK	Provide BAL Assessment for Ocean View Caravan Park	1650.00	
		XERO FIRE & RISK Total		1650.00	\$1,650.00
EFT62352	08/09/2022	ABCO PRODUCTS	Payment		\$5,613.49
INV816324	08/08/2022	ABCO PRODUCTS	Supply cleaning products for Paraburdoo Facilities	2794.36	
INV819134	19/08/2022	ABCO PRODUCTS	Supply cleaning products for Onslow Airport	2819.13	
		ABCO PRODUCTS Total		5613.49	\$5,613.49
EFT62353	08/09/2022	ACERO CONSTRUCTION	Payment		\$61,575.72
3538	08/04/2022	ACERO CONSTRUCTION	Supply and Deliver Dog Trailer with Living Quarters Progress Claim 1 - Progress Claim 1	61575.72	
		ACERO CONSTRUCTION Total		61575.72	\$61,575.72
EFT62354	08/09/2022	AFGRI EQUIPMENT AUSTRALIA	Payment		\$339.20
2617315	24/08/2022	AFGRI EQUIPMENT AUSTRALIA	Supply hydraulic cylinder kit for John Deere 644 K Tool Carrier / Wheel loader (AS044)	339.20	
		AFGRI EQUIPMENT AUSTRALIA Total		339.20	\$339.20
EFT62355	08/09/2022	AMS	Payment		\$46,017.43
AMSINV-07502	31/08/2022	AMS	Onslow Airport passenger and baggage screening services 01/08/2022 - 31/08/2022	46017.43	
		AMS Total		46017.43	\$46,017.43
EFT62356	08/09/2022	ARDEL LUQUINARIO	Payment		\$4,400.00
EXPENSE20220829	29/08/2022	ARDEL LUQUINARIO	Reimbursement of training costs for HR Licence employee #1909	4400.00	
		ARDEL LUQUINARIO Total		4400.00	\$4,400.00

Reference Number	Date	Name	Description	Invoice Amount	
EFT62357	08/09/2022	ASB MARKETING	Payment		\$2,882.00
10983	06/09/2022	ASB MARKETING	Supply 400x sublimation socks for Tom Price and Paraburdoo events	2882.00	
		ASB MARKETING Total		2882.00	\$2,882.00
EFT62358	08/09/2022	AIM WA	Payment		\$11,044.00
7141996	31/08/2022	AIM WA	Provide Disc Assessment tool for Leadership Development Program Course - Supervisor	3135.00	
7141998	31/08/2022	AIM WA	Provide Leadership Development Program Course module 2	3652.00	
7141995	31/08/2022	AIM WA	Provide Shire wide training - Introduction to Emotional Intelligence 30/08/2022	4257.00	
		AIM WA Total		11044.00	\$11,044.00
EFT62359	08/09/2022	BENNCO GROUP	Payment		\$10,363.10
INV-6227	29/06/2022	BENNCO GROUP	Relocation and refurbishment of Paraburdoo cattery	5094.10	
INV-6649	27/08/2022	BENNCO GROUP	Accommodation and meal allowance for 4x workers - Tom Price squash court works	5269.00	
		BENNCO GROUP Total		10363.10	\$10,363.10
EFT62360	08/09/2022	BLACKWOODS PTY LTD	Payment		\$113.15
PH3670EY	30/08/2022	BLACKWOODS PTY LTD	Supply work pants for employee #1950	92.80	
ON8344EY	31/08/2022	BLACKWOODS PTY LTD	Supply overboots oilskin waterproof for Onslow Sun Chalet employees	20.35	
		BLACKWOODS PTY LTD Total		113.15	\$113.15
EFT62361	08/09/2022	BREATHE-SAFE	Payment		\$1,196.67
INV-002752	30/08/2022	BREATHE-SAFE	Supply Hepa filters for loaders, Tom Price Works Depot	1196.67	
		BREATHE-SAFE Total		1196.67	\$1,196.67
EFT62362	08/09/2022	BRICKS AND AGENT	Payment		\$2,195.60
B+A7079	30/08/2022	BRICKS AND AGENT	Bricks & Agent set up, training and maintenance fees	2195.60	
		BRICKS AND AGENT Total		2195.60	\$2,195.60
EFT62363	08/09/2022	BUNNINGS GROUP LIMITED	Payment		\$1,138.10
2052/99818459	05/08/2022	BUNNINGS GROUP LIMITED	Supply 2x pressure washers for Paraburdoo cleaning staff	1138.10	
		BUNNINGS GROUP LIMITED Total		1138.10	\$1,138.10
EFT62364	08/09/2022	C MUNRO CONTRACTORS	Payment		\$865.00
133238	17/08/2022	C MUNRO CONTRACTORS	Supply and deliver potable water to Twitchin Road camp	436.00	
133263	06/09/2022	C MUNRO CONTRACTORS	Provide repairs to external door, Onslow Council Chambers	132.00	
133324	07/09/2022	C MUNRO CONTRACTORS	Investigate water supply issues Ocean View Caravan Park Onslow	297.00	
		C MUNRO CONTRACTORS Total		865.00	\$865.00
EFT62365	08/09/2022	CABCHARGE PAYMENTS PTY LTD	Payment		\$313.46
25069995P2208	08/08/2022	CABCHARGE PAYMENTS PTY LTD	Cabcharges for period 110/07/2022 - 07/08/2022	313.46	
		CABCHARGE PAYMENTS PTY LTD Total		313.46	\$313.46
EFT62366	08/09/2022	CAMPBELL'S CANNING VALE	Payment		\$1,005.60
76019	22/08/2022	CAMPBELL'S CANNING VALE	Supply food items for on sale at Onslow Airport kiosk	1005.60	
		CAMPBELL'S CANNING VALE Total		1005.60	\$1,005.60
EFT62367	08/09/2022	CENTURION TRANSPORT CO	Payment		\$1,551.89
SI0469401	14/08/2022	CENTURION TRANSPORT CO	Freight charges Perth - Tom Price	890.91	
SI0469402	14/08/2022	CENTURION TRANSPORT CO	Freight charges Perth - Paraburdoo	563.93	
SI0472550	28/08/2022	CENTURION TRANSPORT CO	Freight charges Perth - Tom Price	97.05	
		CENTURION TRANSPORT CO Total		1551.89	\$1,551.89
EFT62368	08/09/2022	CHEELA PLAINS PASTORAL CO	Payment		\$54,010.00
1485	09/08/2022	CHEELA PLAINS PASTORAL CO	Provide maintenance grading Uaroo Glenflorrie Rd	54010.00	
		CHEELA PLAINS PASTORAL CO Total		54010.00	\$54,010.00
EFT62369	08/09/2022	CLEVERPATCH PTY LTD	Payment		\$216.13
455156	17/08/2022	CLEVERPATCH PTY LTD	Supply craft items for Pannawonica Library programs	216.13	
		CLEVERPATCH PTY LTD Total		216.13	\$216.13
EFT62370	08/09/2022	COMPLIANT ELECTRICAL	Payment		\$353.10
INV-1956	07/09/2022	COMPLIANT ELECTRICAL	Supply and replace kitchen light 178 Cassia St Tom Price	353.10	
		COMPLIANT ELECTRICAL Total		353.10	\$353.10
EFT62371	08/09/2022	CORPORATE TRAVEL MANAGEMENT	Payment		\$2,671.98
I.0015312791	12/08/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11304451 Flights (Para-Perth-Para) for Employee #1868 14/08/2022 - 17/08/2022	1185.27	
I.0015323200	15/08/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11312629 Flights (Para-Perth-Para) for Employee #1808 24/08/2022 - 29/08/2022	784.25	
I.0015330451	16/08/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11317985 Flights (Ons-Perth-Ons) for Councillor 16/09/2022 - 07/10/2022	603.46	

Reference Number	Date	Name	Description	Invoice Amount	
I.0015424744	31/08/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11293722 Flights change (Perth-Para) for Employee #1954 24/08/2022 - 31/08/2022	99.00	
		CORPORATE TRAVEL MANAGEMENT Total		2671.98	\$2,671.98
EFT62372	08/09/2022	CRAVE JUICE BAR WA	Payment		\$295.00
20220810 PO73392	10/08/2022	CRAVE JUICE BAR WA	Provide catering for MMG Alignment Workshop 02/08/2022	295.00	
		CRAVE JUICE BAR WA Total		295.00	\$295.00
EFT62373	08/09/2022	DICE SOLUTIONS	Payment		\$422.38
17708	17/08/2022	DICE SOLUTIONS	Provide repairs to Council Chambers courtyard lighting, Onslow	422.38	
		DICE SOLUTIONS Total		422.38	\$422.38
EFT62374	08/09/2022	DOONGURRA CIVIL MINING	Payment		\$13,675.20
INV-360	17/08/2022	DOONGURRA CIVIL MINING	Provide General Plant Operator for maintenance grading projects - Peedamulla Rd	13675.20	
		DOONGURRA CIVIL MINING Total		13675.20	\$13,675.20
EFT62375	08/09/2022	E.LAW INTERNATIONAL	Payment		\$1,562.00
00098739	30/08/2022	E.LAW INTERNATIONAL	Caseroom hosting and fees for web based legal and litigation document management August 2022	1562.00	
		E.LAW INTERNATIONAL Total		1562.00	\$1,562.00
EFT62376	08/09/2022	EASIFLEET PTY LTD	Payment		\$4,706.79
162438	17/08/2022	EASIFLEET PTY LTD	Novated lease for employee #1870 - 17 August 2022	4927.68	
163203	01/09/2022	EASIFLEET PTY LTD	Credit towards invoice 162438 - Novated lease for employee #1870 - 17 August 2022	-220.89	
		EASIFLEET PTY LTD Total		4706.79	\$4,706.79
EFT62377	08/09/2022	EMPLOYMENT TRAINING SOLUTIONS	Payment		\$3,300.00
INV-4857	17/08/2022	EMPLOYMENT TRAINING SOLUTIONS	Provide Working at Heights training for Facilities staff	3300.00	
		EMPLOYMENT TRAINING SOLUTIONS Total		3300.00	\$3,300.00
EFT62378	08/09/2022	FUJIFILM BUSINESS	Payment		\$90.67
CV155269	31/08/2022	FUJIFILM BUSINESS	SES Printer Serial #761541 - black & white and colour impressions 01/06/2022 - 31/08/2022	90.67	
		FUJIFILM BUSINESS Total		90.67	\$90.67
EFT62379	08/09/2022	GRACE REMOVALS	Payment		\$18,160.38
RK01306131	31/08/2022	GRACE REMOVALS	Relocation costs for new employees Longreach QLD to Tom Price 31/08/2022	18160.38	
		GRACE REMOVALS Total		18160.38	\$18,160.38
EFT62380	08/09/2022	HEDLAND PROPERTY SHOP	Payment		\$3,258.93
2474-20220812	12/08/2022	HEDLAND PROPERTY SHOP	Rent for 26 Maunsell Cnr, Onslow 24/09/2022 - 23/10/2022	3258.93	
		HEDLAND PROPERTY SHOP Total		3258.93	\$3,258.93
EFT62381	08/09/2022	HERBERT SMITH FREEHILLS	Payment		\$4,803.04
51029832	09/08/2022	HERBERT SMITH FREEHILLS	Professional services in respect of general IR/ER advice	684.97	
51030129	31/08/2022	HERBERT SMITH FREEHILLS	Professional services in regard to advice on construction contracts following Pindan administration	4118.07	
		HERBERT SMITH FREEHILLS Total		4803.04	\$4,803.04
EFT62382	08/09/2022	HOPGOOD GANIM LAWYERS	Provide legal services in regard to residential tenancy agreement 710 Yiluk Street Tom Price		\$825.00
460806	31/08/2022	HOPGOOD GANIM LAWYERS	Provide legal services in regard to residential tenancy agreement 710 Yiluk Street Tom Price	825.00	
		HOPGOOD GANIM LAWYERS Total		825.00	\$825.00
EFT62383	08/09/2022	HORIZON POWER	Payment		\$10,398.09
199906-2101421954	01/09/2022	HORIZON POWER	Electricity consumption for Onslow Street lights 01/08/2022 - 31/08/2022	6920.30	
429663-2101422115	02/09/2022	HORIZON POWER	Electricity consumption for Lot 643 McRae Pl, Onslow 02/08/2022 - 01/09/2022	3477.79	
		HORIZON POWER Total		10398.09	\$10,398.09
EFT62384	08/09/2022	HOUSING AUTHORITY	Payment		\$53.91
40517508-20220608	08/06/2022	HOUSING AUTHORITY	Water consumption for 5B Second Ave Onslow 06/04/2022 - 06/06/202	53.91	
		HOUSING AUTHORITY Total		53.91	\$53.91
EFT62385	08/09/2022	INDEPENDENT FUEL SOLUTIONS	Payment		\$18,171.24
INV-11115	29/08/2022	INDEPENDENT FUEL SOLUTIONS	Supply 7,998x litres diesel fuel for Twitchin Road bulk fuel tank	16332.81	
INV-11073	30/08/2022	INDEPENDENT FUEL SOLUTIONS	Provide diesel tank hire Twitchin Road for the month of September 2022	1838.43	
		INDEPENDENT FUEL SOLUTIONS Total		18171.24	\$18,171.24
EFT62386	08/09/2022	INSTANT WEIGHING	Payment		\$1,166.00
4083	30/08/2022	INSTANT WEIGHING	Provide calibration of platform scales Onslow Airport	1166.00	
		INSTANT WEIGHING Total		1166.00	\$1,166.00
EFT62387	08/09/2022	IW PROJECTS PTY LTD	Payment		\$48,761.16
1467	31/07/2022	IW PROJECTS PTY LTD	Provide feasibility study for Class V Waste Facility - July 2022	48761.16	
		IW PROJECTS PTY LTD Total		48761.16	\$48,761.16

Reference Number	Date	Name	Description	Invoice Amount	
EFT62388	08/09/2022	KLEENHEAT GAS	Payment		\$4,914.36
63549259-21979534	28/07/2022	KLEENHEAT GAS	Supply & delivery of 632.4L bulk LPG 28/07/2022	1636.84	
63549259-21985329	10/08/2022	KLEENHEAT GAS	Supply and delivery of 645.93L LPG Bulk for Ocean View Caravan Park 10/08/2022	1666.10	
63549259-21993273	26/08/2022	KLEENHEAT GAS	Supply & delivery of 324.7L LPG Bulk for Ocean View Caravan Park 26/08/2022	1611.42	
		KLEENHEAT GAS Total		4914.36	\$4,914.36
EFT62389	08/09/2022	KOMATSU AUSTRALIA PTY LTD	Payment		\$394.60
002898511	01/09/2022	KOMATSU AUSTRALIA PTY LTD	Supply knob assembly for Komatsu WA380-6 Wheel Loader (1GHT540)	394.60	
		KOMATSU AUSTRALIA PTY LTD Total		394.60	\$394.60
EFT62390	08/09/2022	LANDGATE	Payment		\$413.55
1213349	01/09/2022	LANDGATE	Provide Onslow Imagery extract and copies of 7x documents for Land & Asset Compliance	413.55	
		LANDGATE Total		413.55	\$413.55
EFT62391	08/09/2022	LASER CORPS WA	Payment		\$4,500.00
20 1015	02/09/2022	LASER CORPS WA	Deposit payment for Mobile Laser Tag for Shire school holiday programs	4500.00	
		LASER CORPS WA Total		4500.00	\$4,500.00
EFT62392	08/09/2022	LORRAES LITTLE CAKE BIZ	Payment		\$981.12
000080	05/09/2022	LORRAES LITTLE CAKE BIZ	Provide catering for Pool requalification courses 27-28/08/2022	981.12	
		LORRAES LITTLE CAKE BIZ Total		981.12	\$981.12
EFT62393	08/09/2022	M J MAINTENANCE	Payment		\$1,680.00
0017	31/08/2022	M J MAINTENANCE	Weed control and gardening service Onslow Airport	1680.00	
		M J MAINTENANCE Total		1680.00	\$1,680.00
EFT62394	08/09/2022	MAJOR MOTORS PTY LTD	Payment		\$397,775.42
1252870	06/09/2022	MAJOR MOTORS PTY LTD	Supply and deliver Isuzu 6 x 4 Rear Loading Compactor Refuse Truck (1HRX083)	397775.42	
		MAJOR MOTORS PTY LTD Total		397775.42	\$397,775.42
EFT62395	08/09/2022	MANDALAY TECHNOLOGIES	Payment		\$1,430.00
INV-6679	31/08/2022	MANDALAY TECHNOLOGIES	Provide training and support on Mandalay system	1430.00	
		MANDALAY TECHNOLOGIES Total		1430.00	\$1,430.00
EFT62396	08/09/2022	MERCHANDISING LIBRARIES	Payment		\$206.14
INV-9182	18/08/2022	MERCHANDISING LIBRARIES	Supply stationery display items for Onslow Library	206.14	
		MERCHANDISING LIBRARIES Total		206.14	\$206.14
EFT62397	08/09/2022	MESSAGEMEDIA	Payment		\$53.90
INV02561403	31/08/2022	MESSAGEMEDIA	SMS notifications for Onslow Airport Building Management System September 2022	53.90	
		MESSAGEMEDIA Total		53.90	\$53.90
EFT62398	08/09/2022	MODERN TEACHING AIDS PTY LTD	Payment		\$939.90
44984227	11/08/2022	MODERN TEACHING AIDS PTY LTD	Supply books, storage items and craft items for Tom Price Library programs	939.90	
		MODERN TEACHING AIDS PTY LTD Total		939.90	\$939.90
EFT62399	08/09/2022	MONSTERBALL AMUSEMENTS	Payment		\$7,495.00
11192561	31/08/2022	MONSTERBALL AMUSEMENTS	Provide Monsterball equipment hire for Paraburdoo event	7495.00	
		MONSTERBALL AMUSEMENTS Total		7495.00	\$7,495.00
EFT62400	08/09/2022	MUNRO KELLY SUPER FUND	Payment		\$1,800.00
141	01/09/2022	MUNRO KELLY SUPER FUND	Rent for Unit 7/9 First Ave. Onslow 30/09/2022 - 27/10/2022	1800.00	
		MUNRO KELLY SUPER FUND Total		1800.00	\$1,800.00
EFT62401	08/09/2022	NAPA (GPC ASIA PACIFIC T/AS)	Payment		\$2,027.72
5470071810	24/08/2022	NAPA (GPC ASIA PACIFIC T/AS)	Supply 15kg light cotton for Tom Price Works Depot	51.43	
5470071903	24/08/2022	NAPA (GPC ASIA PACIFIC T/AS)	Supply consumables for Tom Price Works Depot	639.83	
5470071896	24/08/2022	NAPA (GPC ASIA PACIFIC T/AS)	Supply consumables for Tom Price Works Depot	314.39	
5470071919	24/08/2022	NAPA (GPC ASIA PACIFIC T/AS)	Supply consumables for Tom Price Works Depot	16.23	
5470071874	24/08/2022	NAPA (GPC ASIA PACIFIC T/AS)	Supply wash and wax for Tom Price Works Depot	211.20	
5470071875	24/08/2022	NAPA (GPC ASIA PACIFIC T/AS)	Supply wash and wax for Tom Price Works Depot	105.60	
5470072838	31/08/2022	NAPA (GPC ASIA PACIFIC T/AS)	Supply 15kg light cotton for Tom Price Works Depot	51.43	
5470072823	31/08/2022	NAPA (GPC ASIA PACIFIC T/AS)	Credit for incorrectly ordered 15kg light cotton for Tom Price Depot on invoice 5470072838	-51.43	
5470073031	01/09/2022	NAPA (GPC ASIA PACIFIC T/AS)	Supply Extreme Pressure grease for Tom Price Works Depot	689.04	
		NAPA (GPC ASIA PACIFIC T/AS) Total		2027.72	\$2,027.72
EFT62402	08/09/2022	NETLINK GROUP PTY LTD	Payment		\$1,936.51
52920	01/09/2022	NETLINK GROUP PTY LTD	Supply Cloud Managed Cellular Gateway for Class IV Waste Facility	1587.26	

Reference Number	Date	Name	Description	Invoice Amount	
53026	05/09/2022	NETLINK GROUP PTY LTD	Exclaimer Cloud - Signatures for Office 365 Licence September 2022	349.25	
		NETLINK GROUP PTY LTD Total		1936.51	\$1,936.51
EFT62403	08/09/2022	NORTH WEST BREWING CO	Payment		\$3,208.00
INV-0119	30/08/2022	NORTH WEST BREWING CO	Provide security for Onslow Gala event 22/10/2022	3208.00	
		NORTH WEST BREWING CO Total		3208.00	\$3,208.00
EFT62404	08/09/2022	NORWEST REFRIGERATION	Payment		\$5,281.65
00039489	02/09/2022	NORWEST REFRIGERATION	Supply and install new air conditioner Paraburdoo Library Office	4956.05	
00039490	02/09/2022	NORWEST REFRIGERATION	Provide repairs to refrigerator Paraburdoo Swimming Pool Kiosk	325.60	
		NORWEST REFRIGERATION Total		5281.65	\$5,281.65
EFT62405	08/09/2022	OFFICEWORKS SUPERSTORES	Payment		\$1,125.64
601080759	01/06/2022	OFFICEWORKS SUPERSTORES	Supply items for craft kits for Reconciliation event Paraburdoo	117.75	
602210516	05/08/2022	OFFICEWORKS SUPERSTORES	Supply craft items for Paraburdoo Science Week event	824.13	
602294522	11/08/2022	OFFICEWORKS SUPERSTORES	Supply B1 poster frame	73.95	
602359614	15/08/2022	OFFICEWORKS SUPERSTORES	Supply Sandleford Safety Bunting for Tom Price events	109.81	
		OFFICEWORKS SUPERSTORES Total		1125.64	\$1,125.64
EFT62406	08/09/2022	ONSLow BEACH RESORT	Payment		\$814.50
23598	17/06/2022	ONSLow BEACH RESORT	Provide meals for employees #660, 1969 and 1985 15-17/06/2022	232.50	
23618	19/06/2022	ONSLow BEACH RESORT	Provide meals for employees #1896, 1778,1901 and 1857 17-19/06/2022	333.50	
24332	19/08/2022	ONSLow BEACH RESORT	Provide meals for employee #1943 18/08/2022	52.50	
24333	19/08/2022	ONSLow BEACH RESORT	Provide meals for employee #1809 18/08/2022	56.00	
24489	31/08/2022	ONSLow BEACH RESORT	Provide catering for LEMC meeting 30/08/2022	140.00	
		ONSLow BEACH RESORT Total		814.50	\$814.50
EFT62407	08/09/2022	ONSLow PHARMACY	Payment		\$834.85
30082022	30/08/2022	ONSLow PHARMACY	Provide Hep A & B vaccines for Shire employees	834.85	
		ONSLow PHARMACY Total		834.85	\$834.85
EFT62408	08/09/2022	ONSLow TOURISM & PROGRESS	Payment		\$120.00
00000098	03/09/2022	ONSLow TOURISM & PROGRESS	Provide advertising in August edition of Pipeline	120.00	
		ONSLow TOURISM & PROGRESS Total		120.00	\$120.00
EFT62409	08/09/2022	PARABURDOO IGA	Payment		\$238.93
4029	29/08/2022	PARABURDOO IGA	Supply refreshments for on sale at Paraburdoo Swimming Pool kiosk	238.93	
		PARABURDOO IGA Total		238.93	\$238.93
EFT62410	08/09/2022	PARABURDOO INN	Payment		\$250.00
3525	28/08/2022	PARABURDOO INN	Provide accommodation for Councillor on 28/08/2022	250.00	
		PARABURDOO INN Total		250.00	\$250.00
EFT62411	08/09/2022	PEOPLESENSE BY ALTIUS	Payment		\$796.97
30163	31/08/2022	PEOPLESENSE BY ALTIUS	EAP Counselling August 2022	796.97	
		PEOPLESENSE BY ALTIUS Total		796.97	\$796.97
EFT62412	08/09/2022	PETER BEACHAM	Payment		\$1,772.10
1142	06/09/2022	PETER BEACHAM	Supply and install roller blinds Unit 3 Carinya Onslow	1397.00	
1143	06/09/2022	PETER BEACHAM	Provide repairs to toilet lock Back Beach Onslow	375.10	
		PETER BEACHAM Total		1772.10	\$1,772.10
EFT62413	08/09/2022	PILBARA FOOD SERVICES	Payment		\$768.94
S1134648	31/08/2022	PILBARA FOOD SERVICES	Supply refreshments and cleaning products for Tom Price Waste Site	247.94	
S1134650	31/08/2022	PILBARA FOOD SERVICES	Supply water for Community Hall office Tom Price	200.00	
S1134647	31/08/2022	PILBARA FOOD SERVICES	Supply water and milk for Tom Price Works Depot and Twitchin Road camp	321.00	
		PILBARA FOOD SERVICES Total		768.94	\$768.94
EFT62414	08/09/2022	PILBARA MOTOR GROUP	Payment		\$699.01
P125142112 CREDIT	12/08/2022	PILBARA MOTOR GROUP	Credit against invoice P125112229 for cable assembly not required	-99.44	
J135159751	01/09/2022	PILBARA MOTOR GROUP	Replace rear brake pads Toyota LC70 T/D Single cab Chassis Workmate (AS33)	278.00	
J135157281	02/09/2022	PILBARA MOTOR GROUP	Supply, cut and code extra key for Toyota Hilux 4x4 (AS9162)	520.45	
		PILBARA MOTOR GROUP Total		699.01	\$699.01
EFT62415	08/09/2022	PIVOTEL SATELLITE PTY LTD	Payment		\$982.25
3396447	01/09/2022	PIVOTEL SATELLITE PTY LTD	Monthly subscription fee for spot trackers in Shire vehicles September 2022	982.25	
		PIVOTEL SATELLITE PTY LTD Total		982.25	\$982.25

Reference Number	Date	Name	Description	Invoice Amount	
EFT62416	08/09/2022	RAY WHITE EXMOUTH	Payment		\$5,214.28
005385-5MCGRATH	02/09/2022	RAY WHITE EXMOUTH	Rent for 5 McGrath Ave, Onslow 24/09/2022 - 23/10/2022	2824.40	
005383-109FIRST	02/09/2022	RAY WHITE EXMOUTH	Rent for 10/09 First Ave, Onslow 17/09/2022 - 16/10/2022	2389.88	
		RAY WHITE EXMOUTH Total		5214.28	\$5,214.28
EFT62417	08/09/2022	REMA TIP TOP AUTOMOTIVE	Payment		\$1,985.33
1836768A	26/07/2022	REMA TIP TOP AUTOMOTIVE	Supply tyre fitting equipment for John Deere 672GP Motor Grader (AS8499)	658.90	
1864234	01/08/2022	REMA TIP TOP AUTOMOTIVE	Supply tyre consumables for Tom Price Works Depot	363.93	
1864294	04/08/2022	REMA TIP TOP AUTOMOTIVE	Supply crib steel stand for Tom Price Works Depot	962.50	
		REMA TIP TOP AUTOMOTIVE Total		1985.33	\$1,985.33
EFT62418	08/09/2022	SAS LOCKSMITHS	Payment		\$1,500.76
174410	16/08/2022	SAS LOCKSMITHS	Supply 1 x key cabinet for Accommodation team	872.11	
175085	31/08/2022	SAS LOCKSMITHS	Supply blank keys and keytags for Accommodation team	628.65	
		SAS LOCKSMITHS Total		1500.76	\$1,500.76
EFT62419	08/09/2022	SHIRE OF UPPER GASCOYNE	Payment		\$19,698.80
2035	02/09/2022	SHIRE OF UPPER GASCOYNE	Provide grading works for a section of Ullawarra Road	19698.80	
		SHIRE OF UPPER GASCOYNE Total		19698.80	\$19,698.80
EFT62420	08/09/2022	SIGMA CHEMICALS	Payment		\$8,346.03
159169/01	14/07/2022	SIGMA CHEMICALS	Supply dry acid for Paraburdoo Swimming Pool	5323.12	
159766/01	16/08/2022	SIGMA CHEMICALS	Supply Chlorine Aquacure 30 x 10kgs, Broom head, thermometer, pool water test tablets	3022.91	
		SIGMA CHEMICALS Total		8346.03	\$8,346.03
EFT62421	08/09/2022	SLATER & GORDON TRUST	Payment		\$50,000.00
PAGEWITTENOOMCLAI	07/09/2022	SLATER & GORDON TRUST	CONFIDENTIAL: Wittenoom Asbestos Claim - payment of Shire's share of compensation	50000.00	
		SLATER & GORDON TRUST Total		50000.00	\$50,000.00
EFT62422	08/09/2022	SODEXO - RENTAL PAYMENTS	Payment		\$1,646.66
PM01-031528	26/07/2021	SODEXO - RENTAL PAYMENTS	Rent for 4/10 Canberra Dr, Tom Price 08/08/2021 - 07/09/2021	823.33	
PM01-037964	26/05/2022	SODEXO - RENTAL PAYMENTS	Rent for 4/10 Canberra Dr, Tom Price 08/06/2022 - 07/07/2022	823.33	
		SODEXO - RENTAL PAYMENTS Total		1646.66	\$1,646.66
EFT62423	08/09/2022	SONIC HEALTHPLUS PTY LTD	Payment		\$606.10
2726239	05/09/2022	SONIC HEALTHPLUS PTY LTD	Provide pre-employment medical for new employee 02/09/2022	606.10	
		SONIC HEALTHPLUS PTY LTD Total		606.10	\$606.10
EFT62424	08/09/2022	SOUTH METROPOLITAN TAFE	Payment		\$143.25
I0080213	25/08/2022	SOUTH METROPOLITAN TAFE	Course fees for employee #1882 Cert III in Light Vehicle Mechanical Technology	65.75	
I0080277	25/08/2022	SOUTH METROPOLITAN TAFE	Course fees for employee #1882 Cert III in Light Vehicle Mechanical Technology	77.50	
		SOUTH METROPOLITAN TAFE Total		143.25	\$143.25
EFT62425	08/09/2022	SPORTSWORLD OF WA	Payment		\$835.45
141565	31/08/2022	SPORTSWORLD OF WA	Supply swimming related goods for sale in Tom Price Pool shop	835.45	
		SPORTSWORLD OF WA Total		835.45	\$835.45
EFT62426	08/09/2022	STRATAGREEN	Payment		\$1,554.87
147384	15/08/2022	STRATAGREEN	Supply Glyphosate and snake safe leggings for Onslow Town maintenance	1418.05	
147592	22/08/2022	STRATAGREEN	Supply 15kg pest killer for Onslow town maintenance	136.82	
		STRATAGREEN Total		1554.87	\$1,554.87
EFT62427	08/09/2022	TELSTRA	Payment		\$1,494.60
1467928485-T311-	02/09/2022	TELSTRA	Monthly Telephone charges	549.60	
1467928501-T311-	02/09/2022	TELSTRA	Monthly Telephone charges	945.00	
		TELSTRA Total		1494.60	\$1,494.60
EFT62428	08/09/2022	THE CARLISLE HOTEL	Payment		\$1,204.00
835	02/09/2022	THE CARLISLE HOTEL	Provide accommodation and meals for employee #1882 23/08/2022 - 31/08/2022	1074.00	
836	02/09/2022	THE CARLISLE HOTEL	Provide accommodation for employee #1882 31/08/2022	130.00	
		THE CARLISLE HOTEL Total		1204.00	\$1,204.00
EFT62429	08/09/2022	THE EVENT MILL PTY LTD	Payment		\$2,039.40
15224	29/08/2022	THE EVENT MILL PTY LTD	20% deposit payment for furniture hire for Onslow Gala Ball 2022	2039.40	
		THE EVENT MILL PTY LTD Total		2039.40	\$2,039.40
EFT62430	08/09/2022	TNT EXPRESS	Payment		\$160.62
64672802	03/09/2022	TNT EXPRESS	Con# 980206501577 - freight water samples from Tom Price to Pathwest 24/08/2022	160.62	

Reference Number	Date	Name	Description	Invoice Amount	
		TNT EXPRESS Total		160.62	\$160.62
EFT62431	08/09/2022	TOLL GLOBAL EXPRESS (1050717)	Payment		\$287.24
726681	30/08/2022	TOLL GLOBAL EXPRESS (1050717)	Freight charges	287.24	
		TOLL GLOBAL EXPRESS (1050717) Total		287.24	\$287.24
EFT62432	08/09/2022	TOM PRICE COMMUNITY ARTS	Payment		\$26.00
REFUND20220902	02/09/2022	TOM PRICE COMMUNITY ARTS	Refund of liquor permit application due to event not taking place on Shire property	26.00	
		TOM PRICE COMMUNITY Total		26.00	\$26.00
EFT62433	08/09/2022	TOM PRICE HOTEL MOTEL	Payment		\$1,023.10
227796	23/05/2022	TOM PRICE HOTEL MOTEL	Provide meals for Tom Price 50 Years Celebration band members	684.50	
228215	11/06/2022	TOM PRICE HOTEL MOTEL	Provide accommodation for Tom Price 50 Years Celebration	185.00	
229841	15/08/2022	TOM PRICE HOTEL MOTEL	Provide meals for employee #1922 15/08/2022	38.00	
229897	17/08/2022	TOM PRICE HOTEL MOTEL	Provide meals for Safety Auditor 21/08/2022 - 23/08/2022	115.60	
		TOM PRICE HOTEL MOTEL Total		1023.10	\$1,023.10
EFT62434	08/09/2022	TOM PRICE MEDICAL CENTRE	Payment		\$352.00
231291KSS	07/09/2022	TOM PRICE MEDICAL CENTRE	Provide pre-employment medical for new employee 07/09/2022	352.00	
		TOM PRICE MEDICAL CENTRE Total		352.00	\$352.00
EFT62435	08/09/2022	TOM PRICE SENIOR HIGH SCHOOL	Payment		\$2,180.86
9790	01/09/2022	TOM PRICE SENIOR HIGH SCHOOL	Electricity usage Tom Price Recreation Centre 08/08/2022 - 01/09/2022	2080.86	
DONATION20220906	06/09/2022	TOM PRICE SENIOR HIGH SCHOOL	Donation to Tom Price Senior High School Valedictory Award Ceremony 2022	100.00	
		TOM PRICE SENIOR HIGH SCHOOL Total		2180.86	\$2,180.86
EFT62436	08/09/2022	TOM PRICE TYRES	Payment		\$12,837.00
10043255	01/09/2022	TOM PRICE TYRES	Supply 6x tyres for CAT 140 Motor Grader	12837.00	
		TOM PRICE TYRES Total		12837.00	\$12,837.00
EFT62437	08/09/2022	TORQUE TECH MECHANICAL	Payment		\$1,760.00
54.207	30/08/2022	TORQUE TECH MECHANICAL	Supply 4x tyres for Howard Porter 25 Tonne Float (1TGW196)	1760.00	
		TORQUE TECH MECHANICAL Total		1760.00	\$1,760.00
EFT62438	08/09/2022	WATER 2 WATER	Payment		\$299.00
INV256501	30/08/2022	WATER 2 WATER	Provide service of under sink filter system 27 Willow Road Tom Price	299.00	
		WATER 2 WATER Total		299.00	\$299.00
EFT62439	08/09/2022	WATER CORPORATION	Payment		\$18,244.48
9024720265 SME-	07/09/2022	WATER CORPORATION	Waste water and isolation fee for Lot 381 & 574 Second Ave, Onslow Agreement 2226318	11989.79	
9024720425 WMD-	07/09/2022	WATER CORPORATION	Water supply and isolation fee for Lot 381 & 574 Second Ave, Onslow Agreement 2226322	6254.69	
		WATER CORPORATION Total		18244.48	\$18,244.48
EFT62440	08/09/2022	WALGA	Payment		\$4,400.00
SI-001395	31/08/2022	WALGA	Provide training - Introduction to Managing Business Records in LG 16/08/2022	4400.00	
		WALGA Total		4400.00	\$4,400.00
EFT62441	08/09/2022	WORMALD AUSTRALIA	Payment		\$1,718.20
8773705	30/08/2022	WORMALD AUSTRALIA	Rectify extinguisher and emergency lighting defects Onslow Airport	1718.20	
		WORMALD AUSTRALIA Total		1718.20	\$1,718.20
EFT62442	08/09/2022	WURTH AUSTRALIA	Payment		\$713.92
4320192886	24/08/2022	WURTH AUSTRALIA	Supply workshop consumables for Tom Price Works Depot	713.92	
		WURTH AUSTRALIA Total		713.92	\$713.92
EFT62465	15/09/2022	A4 PROJECTS	Payment		\$74,789.06
2008-26A	31/08/2022	A4 PROJECTS	Project Consultancy Management Services Tom Price Childcare Centre	9515.32	
2019-28	31/08/2022	A4 PROJECTS	Project Management Consultancy Services Tom Price Combined Emergency Services	4560.88	
2019-27B	31/08/2022	A4 PROJECTS	Project Management Consultancy Services Tom Price Combined Emergency Services	4225.00	
2024-23A	31/08/2022	A4 PROJECTS	Project Management Consultancy Services Tom Price Pump Track	6762.88	
2027-18	31/08/2022	A4 PROJECTS	Project Management Consultancy Services Multipurpose courts redevelopment Tom Price	4603.50	
2132-12	31/08/2022	A4 PROJECTS	Project Management Consultancy Services Multipurpose Court redevelopment Paraburdoo	7395.85	
2133-13	31/08/2022	A4 PROJECTS	Project Management Consultancy Services Ocean View Caravan Park Stage 3	22268.40	
2240-01	31/08/2022	A4 PROJECTS	Project Management Consultancy Services Onslow Town Revitalisation Project	3973.20	
2129-20	31/08/2022	A4 PROJECTS	Project Management Consultancy Services - Capex Planning for 22/23 Capital Budget	3418.80	
2016-19A	31/08/2022	A4 PROJECTS	Project Management Consultancy Services Onslow Sun Chalets	8065.23	
		A4 PROJECTS Total		74789.06	\$74,789.06

Reference Number	Date	Name	Description	Invoice Amount	
EFT62466	15/09/2022	AIT SPECIALISTS PTY LTD	Payment		\$948.64
INV-12581	18/07/2022	AIT SPECIALISTS PTY LTD	Monthly Fuel Rebate Calculations June 2022	558.47	
INV-12614	15/08/2022	AIT SPECIALISTS PTY LTD	Monthly Fuel Rebate Calculations July 2022	390.17	
		AIT SPECIALISTS PTY LTD Total		948.64	\$948.64
EFT62467	15/09/2022	ALLMARK & ASSOCIATES PTY LTD	Payment		\$397.10
IN0036015	25/08/2022	ALLMARK & ASSOCIATES PTY LTD	Supply name badges for Shire staff	397.10	
		ALLMARK & ASSOCIATES PTY LTD Total		397.10	\$397.10
EFT62468	15/09/2022	AMEK ENGINEERING PTY LTD	Payment		\$785.40
71084	13/09/2022	AMEK ENGINEERING PTY LTD	Provide tagging and testing of electrical appliances Paraburdoo Library	785.40	
		AMEK ENGINEERING PTY LTD Total		785.40	\$785.40
EFT62469	15/09/2022	AMPOL AUSTRALIA PETROLEUM	Payment		\$2,996.49
0302060156	31/08/2022	AMPOL AUSTRALIA PETROLEUM	Fuel usage for the period - 01/08/2022 to 31/08/2022	2996.49	
		AMPOL AUSTRALIA PETROLEUM Total		2996.49	\$2,996.49
EFT62470	15/09/2022	ASHURST AUSTRALIA	Payment		\$4,878.28
240011365	31/08/2022	ASHURST AUSTRALIA	Provide legal advice in respect of waste services contract	4878.28	
		ASHURST AUSTRALIA Total		4878.28	\$4,878.28
EFT62471	15/09/2022	AURORA ENVIRONMENTAL	Payment		\$1,061.50
07048	07/09/2022	AURORA ENVIRONMENTAL	Consulting services - preliminary site investigation former PO station and hose locker Onslow	1061.50	
		AURORA ENVIRONMENTAL Total		1061.50	\$1,061.50
EFT62472	15/09/2022	AUSTRALIAN TAXATION OFFICE	Payment		\$303,905.00
EXPENSE20220831	31/08/2022	AUSTRALIAN TAXATION OFFICE	Monthly PAYG Withholding August 2022	303905.00	
		AUSTRALIAN TAXATION OFFICE Total		303905.00	\$303,905.00
EFT62473	15/09/2022	BENNCO GROUP	Payment		\$34,111.00
INV-6226	29/06/2022	BENNCO GROUP	Relocation and refurbishment of transportable at Paraburdoo Depot	34111.00	
		BENNCO GROUP Total		34111.00	\$34,111.00
EFT62474	15/09/2022	BLACKWOODS PTY LTD	Payment		\$763.40
ON2698ER	04/08/2022	BLACKWOODS PTY LTD	Supply grease for Onslow Peedamulla Rd works	36.28	
NW6639EY	31/08/2022	BLACKWOODS PTY LTD	Supply safety boots Tom Price employees	727.12	
		BLACKWOODS PTY LTD Total		763.40	\$763.40
EFT62475	15/09/2022	BOC GASES	Payment		\$591.80
4031689290	18/07/2022	BOC GASES	Supply 4x replacement CO2 Food Fresh Size D containers for BOC A/C 100214351	194.39	
4032000052	28/08/2022	BOC GASES	BOC container service 29/07/2022 - 28/08/2022 (BOC A/C 100347082)	37.09	
4032067756	28/08/2022	BOC GASES	BOC container service 29/07/2022 - 28/08/2022 (BOC A/C 100214351)	360.32	
		BOC GASES Total		591.80	\$591.80
EFT62476	15/09/2022	BYBLOS CONSTRUCTIONS	Payment		\$440,386.36
1145	29/08/2022	BYBLOS CONSTRUCTIONS	Design and Construction of Tom Price Bike Park Facility - progress claim 3	421234.00	
1177	30/08/2022	BYBLOS CONSTRUCTIONS	Provide waste removal services from Tom Price Information Bay dump point	1023.00	
1299	31/08/2022	BYBLOS CONSTRUCTIONS	Provide plumbing repairs to disabled toilet Paraburdoo Swimming Pool	817.30	
1260	31/08/2022	BYBLOS CONSTRUCTIONS	Provide plumbing repairs Paraburdoo Train Park	1166.00	
1348	05/09/2022	BYBLOS CONSTRUCTIONS	Provide location of services for Tom Price Skate Park	3949.00	
1350	05/09/2022	BYBLOS CONSTRUCTIONS	Provide lighting repairs/replacement Shire Administration Building Tom Price	7682.40	
1349	05/09/2022	BYBLOS CONSTRUCTIONS	Provide waste removal services from Tom Price Information Bay dump point	1023.00	
1351	05/09/2022	BYBLOS CONSTRUCTIONS	Provide installation of external GPO 27 Willow Road Tom Price	1584.00	
1347	05/09/2022	BYBLOS CONSTRUCTIONS	Provide plumbing repairs to drink fountain Tom Price Skate Park	1222.36	
1352	05/09/2022	BYBLOS CONSTRUCTIONS	Supply and replace 2 internal fluoro light fittings, 811A Ashburton Drive Paraburdoo	685.30	
		BYBLOS CONSTRUCTIONS Total		440386.36	\$440,386.36
EFT62477	15/09/2022	C MUNRO CONTRACTORS	Payment		\$5,282.89
133269	06/09/2022	C MUNRO CONTRACTORS	Secure 2 key cabinets near reception, Onslow Administration Office	135.26	
133311	07/09/2022	C MUNRO CONTRACTORS	Provide septic tank empty Onslow Back Beach toilets	954.73	
133329	07/09/2022	C MUNRO CONTRACTORS	Provide drain clearance Ocean View Caravan Park ablutions	132.00	
133325	07/09/2022	C MUNRO CONTRACTORS	Provide repairs to drinking fountain Third Avenue playground Onslow	99.00	
133345	08/09/2022	C MUNRO CONTRACTORS	Provide drain clearance Ocean View Caravan Park	440.00	
133361	08/09/2022	C MUNRO CONTRACTORS	Provide drain clearance Onslow Sun Chalets 3 & 4	66.00	
133377	09/09/2022	C MUNRO CONTRACTORS	Provide tree trimming services Onslow Sun Chalets	1270.50	

Reference Number	Date	Name	Description	Invoice Amount	
133387	09/09/2022	C MUNRO CONTRACTORS	Supply and install new water pump Onslow Community Garden	1360.00	
133397	12/09/2022	C MUNRO CONTRACTORS	Supply and install gate, reinstate fence panel Third Avenue Playground Onslow	396.13	
133421	13/09/2022	C MUNRO CONTRACTORS	Provide repairs to toilet and bathroom wall Senior Citizen Unit 1, Onslow	363.27	
133431	14/09/2022	C MUNRO CONTRACTORS	Provide plumbing repairs for 1/9 Second Ave Onslow	66.00	
		C MUNRO CONTRACTORS Total		5282.89	\$5,282.89
EFT62478	15/09/2022	CASTLEDINE GREGORY	Payment		\$14,172.40
00005535	06/09/2022	CASTLEDINE GREGORY	Provide legal services in respect of matter 0162-0024 period 03-31/08/2022	2699.40	
00005536	06/09/2022	CASTLEDINE GREGORY	Provide legal services in respect of matter 0162-0012 period 01-29/08/2022	1285.90	
00005531	06/09/2022	CASTLEDINE GREGORY	Provide legal services in respect of matter 0162-0035 period 01-30/08/2022	5914.70	
00005534	06/09/2022	CASTLEDINE GREGORY	Provide legal services in respect of matter 0162-0034 period 01/07/2022 - 31/08/2022	607.20	
00005532	06/09/2022	CASTLEDINE GREGORY	Provide legal services in respect of matter 0162-0037 period 02-31/08/2022	910.80	
00005537	06/09/2022	CASTLEDINE GREGORY	Provide legal services in respect of matter 0162-0038 period 01-29/08/2022	1518.00	
00005533	06/09/2022	CASTLEDINE GREGORY	Provide legal services in respect of matter 0162-0039 period 02-16/08/2022	1236.40	
		CASTLEDINE GREGORY Total		14172.40	\$14,172.40
EFT62479	15/09/2022	CENTURION TRANSPORT	Payment		\$576.76
SI0474369	04/09/2022	CENTURION TRANSPORT	Freight charges Perth to Tom Price	576.76	
		CENTURION TRANSPORT Total		576.76	\$576.76
EFT62480	15/09/2022	CHILD SUPPORT AGENCY	Payment		\$1,060.85
DEDUCTION	11/09/2022	CHILD SUPPORT AGENCY	Pavroll deductions	1060.85	
		CHILD SUPPORT AGENCY Total		1060.85	\$1,060.85
EFT62481	15/09/2022	COATES HIRE - ONSLOW	Payment		\$4,339.27
21711474	31/08/2022	COATES HIRE - ONSLOW	Hire of genset for Twitchin Road and Onslow - Peedamulla road works 08/08/2022 - 31/08/2022	2535.46	
21718227	02/09/2022	COATES HIRE - ONSLOW	Hire of smooth drum roller for Twitchin Road works 31/08/2022 - 02/09/2022	734.34	
21717645	02/09/2022	COATES HIRE - ONSLOW	Hire of water blaster for Twitchin Road works 01/09/2022 - 02/09/2022	155.35	
21729998	09/09/2022	COATES HIRE - ONSLOW	Provide hire of trailer mounted generator for Twitchin Road works 31/08/2022 - 09/09/2022	914.12	
		COATES HIRE - ONSLOW Total		4339.27	\$4,339.27
EFT62482	15/09/2022	COCA-COLA AMATIL	Payment		\$970.60
229239785	24/08/2022	COCA-COLA AMATIL	Supply assorted drinks for sale at Tom Price Swimming Pool kiosk	970.60	
		COCA-COLA AMATIL Total		970.60	\$970.60
EFT62483	15/09/2022	CORPORATE TRAVEL MANAGEMENT	Payment		\$2,995.04
I.0015440990	02/09/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11395442 Flights (Para-Perth-Para) for Employee #1873 06/09/2022 - 08/09/2022	776.51	
I.0015458560	06/09/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11409570 Flights (Perth-Para-Perth) for Employee #1903 17/10/2022 - 04/11/2022	804.94	
I.0015463981	07/09/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11413553 Flights (KTA-Perth-KTA) for Councillor 12/09/2022 - 14/09/2022	810.13	
I.0015467139	07/09/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11415014 Flights (Ons-Perth-Ons) for Employee #726 28/09/2022 - 30/09/2022	603.46	
		CORPORATE TRAVEL MANAGEMENT Total		2995.04	\$2,995.04
EFT62484	15/09/2022	CORSIGN WA PTY LTD	Payment		\$1,650.00
00068199	12/08/2022	CORSIGN WA PTY LTD	Supply 100x traffic cones for Twitchin Road works	1650.00	
		CORSIGN WA PTY LTD Total		1650.00	\$1,650.00
EFT62485	15/09/2022	COSTUMEBOX.COM.AU PTY LTD	Payment		\$624.36
D401	09/09/2022	COSTUMEBOX.COM.AU PTY LTD	Supply decorations for Onslow Gala event	624.36	
		COSTUMEBOX.COM.AU PTY LTD Total		624.36	\$624.36
EFT62486	15/09/2022	CUTTING EDGES EQUIPMENT PARTS	Payment		\$5,532.34
3331884	30/08/2022	CUTTING EDGES EQUIPMENT PARTS	Supply grader cutting edges and hardware to suit	2866.82	
3331883	30/08/2022	CUTTING EDGES EQUIPMENT PARTS	Supply grader cutting edges and hardware to suit	2665.52	
		CUTTING EDGES EQUIPMENT PARTS Total		5532.34	\$5,532.34
EFT62487	15/09/2022	DEPT MINES, INDUSTRY REG'S & SAFETY	Payment		\$25,128.45
T2	13/09/2022	DEPT MINES, INDUSTRY REG'S & SAFETY	BRB levy collected on approved applications August 2022	25128.45	
		DEPT MINES, INDUSTRY REG'S & SAFETY		25128.45	\$25,128.45
EFT62488	15/09/2022	DICE SOLUTIONS	Payment		\$3,235.01
17764	30/08/2022	DICE SOLUTIONS	Provide electrical repairs to Thalanvii Oval water pumps	924.17	
17787	31/08/2022	DICE SOLUTIONS	Provide repairs to faulty air conditioner - Onslow Administration Building server room	1046.43	
17786	31/08/2022	DICE SOLUTIONS	Provide electrical repairs to hot water and electric gate Ocean View Caravan Park	465.14	
17793	02/09/2022	DICE SOLUTIONS	Provide fault finding for TV transmitter Onslow channel WIN	154.00	
17802	13/09/2022	DICE SOLUTIONS	Provide repairs to a/c and bathroom light 8A Anketell Court Onslow	491.27	

Reference Number	Date	Name	Description	Invoice Amount	
17812	13/09/2022	DICE SOLUTIONS	Investigate electrical issues Carinya Unit 2 Onslow	154.00	
		DICE SOLUTIONS Total		3235.01	\$3,235.01
EFT62489	15/09/2022	DIRECT TRADES SUPPLY PTY LTD	Payment		\$78.00
566383	02/09/2022	DIRECT TRADES SUPPLY PTY LTD	Supply hose clamps for Twitchin Road works	78.00	
		DIRECT TRADES SUPPLY PTY LTD Total		78.00	\$78.00
EFT62490	15/09/2022	DOONGURRA CIVIL MINING	Payment		\$23,870.55
INV-0365	08/09/2022	DOONGURRA CIVIL MINING	Plant operators for Peedamulla Road and Old Onslow Road works 23/08/2022 - 02/09/2022	23870.55	
		DOONGURRA CIVIL MINING Total		23870.55	\$23,870.55
EFT62491	15/09/2022	E & MJ ROSHER PTY LTD	Payment		\$649.75
1447231	01/09/2022	E & MJ ROSHER PTY LTD	Supply 2 x turf tyres for mowers	154.88	
1447309	02/09/2022	E & MJ ROSHER PTY LTD	Supply coolant for mowers	494.87	
		E & MJ ROSHER PTY LTD Total		649.75	\$649.75
EFT62492	15/09/2022	ELEMENT ADVISORY PTY LTD	Payment		\$1,100.00
57367	31/08/2022	ELEMENT ADVISORY PTY LTD	Provide art consultancy & advice in regard to Onslow Water Tank Mural Project - final claim	1100.00	
		ELEMENT ADVISORY PTY LTD Total		1100.00	\$1,100.00
EFT62493	15/09/2022	FUNPRINT LIFESIZE CUTOUTS	Payment		\$384.60
M-1601	13/09/2022	FUNPRINT LIFESIZE CUTOUTS	Supply decorations for Onslow Gala event	384.60	
		FUNPRINT LIFESIZE CUTOUTS Total		384.60	\$384.60
EFT62494	15/09/2022	HORIZON POWER	Payment		\$49,928.83
354537-2101426592	07/09/2022	HORIZON POWER	Electricity consumption for Lot 500 McGrath Ave, Onslow 07/07/2022 - 06/09/2022	8204.06	
419416-2101426735	07/09/2022	HORIZON POWER	Electricity consumption for 29 Second Ave, Onslow 07/07/2022 - 06/09/2022	1610.91	
208189-2101426748	07/09/2022	HORIZON POWER	Electricity consumption for Lot 304 First Ave, Onslow 07/07/2022 - 06/09/2022	24730.87	
326799-2101426394	07/09/2022	HORIZON POWER	Electricity consumption for Unit A/51 Third Ave, Onslow 07/07/2022 - 06/09/2022	8752.91	
116215-2101426962	08/09/2022	HORIZON POWER	Electricity consumption for Lot 644 Paterson Pl, Onslow 08/07/2022 - 07/09/2022	1167.75	
430371-2101427523	08/09/2022	HORIZON POWER	Electricity consumption for 82 Second Ave, Onslow 08/07/2022 - 07/09/2022	118.21	
122856-2101427062	08/09/2022	HORIZON POWER	Electricity consumption for Lot 567 Beadon Creek Rd, Onslow 08/07/2022 - 07/09/2022	602.20	
140167-2101427402	08/09/2022	HORIZON POWER	Electricity consumption for 46 Second Ave, Onslow 08/07/2022 - 07/09/2022	168.56	
158680-2101427594	08/09/2022	HORIZON POWER	Electricity consumption for 51 Cameron Ave, Onslow 08/07/2022 - 07/09/2022	498.01	
161220-2101427555	08/09/2022	HORIZON POWER	Electricity consumption for Lot 696 Payne Way, Onslow 08/07/2022 - 07/09/2022	771.95	
240802-2101427226	08/09/2022	HORIZON POWER	Electricity consumption for 20 Third Ave, Onslow 08/07/2022 - 07/09/2022	142.56	
510486-2101428236	08/09/2022	HORIZON POWER	Electricity consumption for Unit 7/9 First Ave, Onslow 08/07/2022 - 07/09/2022	175.03	
550384-2101427464	08/09/2022	HORIZON POWER	Electricity consumption for Lot 385 Simpson St, Onslow 02/08/2022 - 07/09/2022	114.07	
551205-2101428158	08/09/2022	HORIZON POWER	Electricity consumption for 2/5 Anketell Crt, Onslow 26/08/2022 - 07/09/2022	46.25	
511722-2101428326	08/09/2022	HORIZON POWER	Electricity consumption for Lot 8001 Tink St, Onslow 08/07/2022 - 07/09/2022	225.27	
511724-2101428316	08/09/2022	HORIZON POWER	Electricity consumption for Lot 8000 Yungu Rd, Onslow 08/07/2022 - 07/09/2022	227.96	
516190-2101426946	08/09/2022	HORIZON POWER	Electricity consumption for 15 First Ave, Onslow 08/07/2022 - 07/09/2022	20.07	
518873-2101428233	08/09/2022	HORIZON POWER	Electricity consumption for 10/09 First Ave, Onslow 08/07/2022 - 07/09/2022	140.46	
531466-2101428436	08/09/2022	HORIZON POWER	Electricity consumption for TS/14 Second Ave, Onslow 08/07/2022 - 07/09/2022	711.77	
541648-2101427014	08/09/2022	HORIZON POWER	Electricity consumption for 50 Third Ave, Onslow 08/07/2022 - 07/09/2022	214.19	
543845-2101428294	08/09/2022	HORIZON POWER	Electricity consumption for 4/7 Anketell Crt, Onslow 08/07/2022 - 07/09/2022	103.48	
544789-2101427154	08/09/2022	HORIZON POWER	Electricity consumption for 7 First Ave, Onslow 08/07/2022 - 06/09/2022	245.50	
543048-2101428186	08/09/2022	HORIZON POWER	Electricity consumption for Unit CS/7 Anketell Crt, Onslow 08/07/2022 - 07/09/2022	594.07	
522432-2101428384	08/09/2022	HORIZON POWER	Electricity consumption for 83 Second Ave, Onslow 08/07/2022 - 07/09/2022	125.29	
505363-2101428813	09/09/2022	HORIZON POWER	Electricity consumption for Unit 4/Lot 38730 Second Ave, Onslow 09/07/2022 - 07/09/2022	2.92	
242172-2101428807	09/09/2022	HORIZON POWER	Electricity consumption for Lot 38730 Second Ave, Onslow 09/07/2022 - 07/09/2022	140.42	
550301-2101429859	09/09/2022	HORIZON POWER	Electricity consumption for 9 Third Ave, Onslow 02/08/2022 - 07/09/2022	74.09	
		HORIZON POWER Total		49928.83	\$49,928.83
EFT62495	15/09/2022	IT VISION AUSTRALIA PTY LTD	Payment		\$5,958.34
37392	31/08/2022	IT VISION AUSTRALIA PTY LTD	Monthly payroll service fee	5958.34	
		IT VISION AUSTRALIA PTY LTD Total		5958.34	\$5,958.34
EFT62496	15/09/2022	JASMINE BRAY EMP #1994	Payment		\$944.54
EXPENSE20220830	30/08/2022	JASMINE BRAY EMP #1994	Reimbursement of relocation expenses for employee #1994	944.54	
		JASMINE BRAY EMP #1994 Total		944.54	\$944.54
EFT62497	15/09/2022	JBS&G AUSTRALIA PTY LTD	Payment		\$3,154.66

Reference Number	Date	Name	Description	Invoice Amount	
96180	31/08/2022	JBS&G AUSTRALIA PTY LTD	Environmental Licence and operations support - Pilbara Regional Waste Management Facility	3154.66	
		JBS&G AUSTRALIA PTY LTD Total		3154.66	\$3,154.66
EFT62498	15/09/2022	JENNA PICKERING (EMP #1857)	Payment		\$44.00
EXPENSE20220914	14/09/2022	JENNA PICKERING (EMP #1857)	Reimbursement of purchases for Tom Price Welcome to Town event 11/09/2022	44.00	
		JENNA PICKERING (EMP #1857) Total		44.00	\$44.00
EFT62499	15/09/2022	KD CREATIVE (KIEREN T/A)	Payment		\$405.00
0000030	24/08/2022	KD CREATIVE (KIEREN T/A)	Provide face painting for Tom Price Welcome to Town event 11/09/2022	405.00	
		KD CREATIVE (KIEREN T/A) Total		405.00	\$405.00
EFT62500	15/09/2022	KHB MOBILE MECHANICAL PTY LTD	Payment		\$1,710.40
000260054	06/08/2022	KHB MOBILE MECHANICAL PTY LTD	Remove and replace rear door brake light Toyota Hiace Van (AS9109)	495.72	
00026026	05/09/2022	KHB MOBILE MECHANICAL PTY LTD	Supply workshop consumables for Twitchin Road works	200.26	
00026010	05/09/2022	KHB MOBILE MECHANICAL PTY LTD	Investigate for fault - Toyota Hilux stuck in 4WD on site Twitchin Road	589.71	
00026044	05/09/2022	KHB MOBILE MECHANICAL PTY LTD	Provide onsite repairs to Western Star 4800 FS Prime Mover (4800AS)	424.71	
		KHB MOBILE MECHANICAL PTY LTD Total		1710.40	\$1,710.40
EFT62501	15/09/2022	LA3 PTY LTD	Payment		\$3,960.00
INV-0307.01	07/09/2022	LA3 PTY LTD	Provide design of access and alterations Pilbara Regional Waste Management Facility	3960.00	
		LA3 PTY LTD Total		3960.00	\$3,960.00
EFT62502	15/09/2022	LGIS	Payment		\$955,925.51
100-147786	07/07/2022	LGIS	LGIS Liability - 2022-2023	128057.79	
100-147786	07/07/2022	LGIS	LGIS Motor Vehicle - 2022-2023	10911.19	
100-147786	07/07/2022	LGIS	LGIS Motor Vehicle - 2022-2023	23636.75	
100-147786	07/07/2022	LGIS	LGIS Motor Vehicle - 2022-2023	13352.85	
100-147786	07/07/2022	LGIS	LGIS Motor Vehicle - 2022-2023	2902.61	
100-147786	07/07/2022	LGIS	LGIS Personal Accident - 2022-2023	10253.06	
100-147786	07/07/2022	LGIS	LGIS Workcare - 2022-2023 Instalment No. 1	204710.51	
100-147786	07/07/2022	LGIS	LGIS Property - 2022-2023 Instalment No. 1	73227.20	
100-147786	07/07/2022	LGIS	LGIS Property - 2022-2023 Instalment No. 1	163766.04	
100-147786	07/07/2022	LGIS	LGIS Property - 2022-2023 Instalment No. 1	31758.08	
100-147786	07/07/2022	LGIS	LGIS Property - 2022-2023 Instalment No. 1	98127.64	
100-147786	07/07/2022	LGIS	LGIS Property - 2022-2023 Instalment No. 1	64088.18	
100-147786	07/07/2022	LGIS	LGIS Property - 2022-2023 Instalment No. 1	68278.14	
100-147786	07/07/2022	LGIS	LGIS Property - 2022-2023 Instalment No. 1	52448.59	
100-147786	07/07/2022	LGIS	LGIS Management Liability - 2022-2023	10406.88	
		LGIS Total		955925.51	\$955,925.51
EFT62503	15/09/2022	LIAM PENNINGTON	Payment		\$125.00
REFUND20220912	12/09/2022	LIAM PENNINGTON	Refund for cancelled kennel booking 10/10/2022	125.00	
		LIAM PENNINGTON Total		125.00	\$125.00
EFT62504	15/09/2022	MAXXIA PTY LTD	Payment		\$865.05
DEDUCTION	11/09/2022	MAXXIA PTY LTD	Payroll deductions	64.68	
DEDUCTION	11/09/2022	MAXXIA PTY LTD	Payroll deductions	430.18	
DEDUCTION20220911	11/09/2022	MAXXIA PTY LTD	Payroll deductions	370.19	
		MAXXIA PTY LTD Total		865.05	\$865.05
EFT62505	15/09/2022	MCLEODS BARRISTERS	Payment		\$6,741.30
126028	31/08/2022	MCLEODS BARRISTERS	Professional advice in relation to matter 49587 - Pilbara Regional Waste Management Facility	6741.30	
		MCLEODS BARRISTERS Total		6741.30	\$6,741.30
EFT62506	15/09/2022	MCMAHON BURNETT	Payment		\$2,271.20
00030164	31/08/2022	MCMAHON BURNETT	Freight charges Perth - Onslow August 2022	2271.20	
		MCMAHON BURNETT Total		2271.20	\$2,271.20
EFT62507	15/09/2022	MOBECRETE AND CONSTRUCTION	Payment		\$592.66
00007893	08/09/2022	MOBECRETE AND CONSTRUCTION	Provide labour and plant hire for Peter Sutherland oval works	592.66	
		MOBECRETE AND CONSTRUCTION Total		592.66	\$592.66
EFT62508	15/09/2022	MODERN TEACHING AIDS PTY LTD	Payment		\$338.58
45037683	09/09/2022	MODERN TEACHING AIDS PTY LTD	Supply recyclcd outdoor mat for Paraburdoo events	338.58	
		MODERN TEACHING AIDS PTY LTD Total		338.58	\$338.58

Reference Number	Date	Name	Description	Invoice Amount	
EFT62509	15/09/2022	NORTH WEST BREWING CO	Payment		\$10,467.90
INV-0112	26/08/2022	NORTH WEST BREWING CO	Provide catering and bar service for Onslow Gala event	10467.90	
		NORTH WEST BREWING CO Total		10467.90	\$10,467.90
EFT62510	15/09/2022	NORTHSTAR ASSET	Payment		\$605.00
00012031	08/09/2022	NORTHSTAR ASSET	Copyright for screening of movie, Tom Price school holiday program	605.00	
		NORTHSTAR ASSET Total		605.00	\$605.00
EFT62511	15/09/2022	ONslow BEACH RESORT	Payment		\$252.50
24622	09/09/2022	ONslow BEACH RESORT	Provide meals for employee #1903 05-09/09/2022	202.00	
24695	14/09/2022	ONslow BEACH RESORT	Provide meals for employee #1903 13-14/09/2022	50.50	
		ONslow BEACH RESORT Total		252.50	\$252.50
EFT62512	15/09/2022	ONslow GENERAL STORE	Payment		\$1,153.78
PO73685-	02/09/2022	ONslow GENERAL STORE	Coffee and milk for Onslow administration office	101.28	
PE-04/09/2022-1	04/09/2022	ONslow GENERAL STORE	Onslow consumables	53.90	
PE-04/09/2022-2	04/09/2022	ONslow GENERAL STORE	Onslow airport consumables	163.22	
PE-04/09/2022	04/09/2022	ONslow GENERAL STORE	Onslow consumables	171.08	
PO74361-PE11/09/22	06/09/2022	ONslow GENERAL STORE	Queen size sheet set for 10/9 First Ave Onslow	50.00	
PO74375-PE11/09/22	09/09/2022	ONslow GENERAL STORE	Community season pool opening party 10 Sept	302.49	
PE-11/09/2022-1	11/09/2022	ONslow GENERAL STORE	Onslow swimming pool consumables	7.97	
PE-11/09/2022-2	11/09/2022	ONslow GENERAL STORE	Onslow depot consumables	71.26	
PE-11/09/2022-3	11/09/2022	ONslow GENERAL STORE	Onslow airport consumables	109.37	
PO74008-PE11/09/22	11/09/2022	ONslow GENERAL STORE	Supplies for Onslow Keepers September 7th 2022	123.21	
		ONslow GENERAL STORE Total		1153.78	\$1,153.78
EFT62513	15/09/2022	P SHADLER CONTRACTING	Payment		\$18,568.00
361A	04/09/2022	P SHADLER CONTRACTING	Provide plant operators for Twitchin Road and Peedamulla - Onslow Road works	10560.00	
362	07/09/2022	P SHADLER CONTRACTING	Provide plant operators for Old Onslow Road works	8008.00	
		P SHADLER CONTRACTING Total		18568.00	\$18,568.00
EFT62514	15/09/2022	PILBARA ENVIRONMENTAL SERVICES	Payment		\$687,347.28
2509716	01/07/2022	PILBARA ENVIRONMENTAL SERVICES	Provide Total Waste Management Services (RFT 23.20) March 2022	6319.92	
2509717	01/07/2022	PILBARA ENVIRONMENTAL SERVICES	Provide Total Waste Management Services (RFT 23.20) April 2022	153741.74	
2509718	01/07/2022	PILBARA ENVIRONMENTAL SERVICES	Provide Total Waste Management Services (RFT 23.20) May 2022	293110.41	
2509720	01/07/2022	PILBARA ENVIRONMENTAL SERVICES	Provide Total Waste Management Services (RFT 23.20) March 2022	1516.79	
2509719	01/07/2022	PILBARA ENVIRONMENTAL SERVICES	Provide Total Waste Management Services (RFT 23.20) June 2022	228802.39	
2509838	01/07/2022	PILBARA ENVIRONMENTAL SERVICES	Provide Total Waste Management Services (RFT 23.20) June 2022	3856.03	
		PILBARA ENVIRONMENTAL SERVICES Total		687347.28	\$687,347.28
EFT62515	15/09/2022	PILBARA FOOD SERVICES	Payment		\$1,598.63
SI134737	02/09/2022	PILBARA FOOD SERVICES	Supply food items for sale at Paraburdoo Swimming Pool Kiosk	1354.17	
SI134804	06/09/2022	PILBARA FOOD SERVICES	Supply food items for sale at Tom Price Swimming Pool Kiosk	45.53	
SI134853	08/09/2022	PILBARA FOOD SERVICES	Supply refreshments for Tom Price Library	198.93	
		PILBARA FOOD SERVICES Total		1598.63	\$1,598.63
EFT62516	15/09/2022	PILBARA MITRE10	Payment		\$5,394.63
741902	01/08/2022	PILBARA MITRE10	Silicone, liquid nails, no more gaps, spakfilla, paint brushes for 13 Third Avenue	82.05	
741869	01/08/2022	PILBARA MITRE10	Packets of screws for Lions Park - Grounds	59.45	
741885	01/08/2022	PILBARA MITRE10	Washers, nuts, masking tape, sealant for PRM14 - 2012 Kubota Mower (1EBC719)	62.25	
742077	02/08/2022	PILBARA MITRE10	Fluoro line tape for Tom Price Shopping Mall - Grounds	8.95	
742474	04/08/2022	PILBARA MITRE10	Non return valve for TP swimming pool	99.00	
742592	04/08/2022	PILBARA MITRE10	Oates broom for Clem Thompson Pavilion	79.90	
742447	04/08/2022	PILBARA MITRE10	Uniform pants for Tom Price staff	55.00	
742478	04/08/2022	PILBARA MITRE10	Truck wash and rags for Paraburdoo fleet	233.00	
743133	08/08/2022	PILBARA MITRE10	Knife and blades for 27 Willow Road	12.10	
743228	08/08/2022	PILBARA MITRE10	Exhaust fan for 27 Willow Road	51.00	
743271	08/08/2022	PILBARA MITRE10	1166 Tarwonga St, Tom Price fortnightly pool service 08/08/2022	90.00	
743385	09/08/2022	PILBARA MITRE10	Sprinkler, ratchet clamp, poly pipe and tube for 602 Boollee Street	35.35	
743390	09/08/2022	PILBARA MITRE10	Poly reducing tee's for Tom Price Shopping Mall - Grounds	12.20	
743410	09/08/2022	PILBARA MITRE10	Air duster gun, air fitting for Tom Price fleet	14.25	

Reference Number	Date	Name	Description	Invoice Amount	
743507	10/08/2022	PILBARA MITRE10	Kitchen knife and forks for 27 Willow Road	22.00	
743508	10/08/2022	PILBARA MITRE10	CLR 1Lt for 27 Willow Road	25.00	
743527	10/08/2022	PILBARA MITRE10	Paint cleanup, pliers, paint for 423 Hibiscus Street	122.45	
743604	10/08/2022	PILBARA MITRE10	Super glue, key set, screwdriver set for 27 Willow Road	53.25	
743578	10/08/2022	PILBARA MITRE10	Axe for Minna Oval - Surrounds	56.50	
743707	11/08/2022	PILBARA MITRE10	Light globes for 27 Willow Road	16.03	
743796	11/08/2022	PILBARA MITRE10	Poly nipple, popup sprinkler for TP pool Equipment Repairs	52.95	
743799	11/08/2022	PILBARA MITRE10	Poly nipple, popup sprinkler for TP pool Equipment Repairs	52.70	
743883	12/08/2022	PILBARA MITRE10	Kwikset (Rapid set) Concrete 20kg for Paraburdoo signs	939.86	
743940	12/08/2022	PILBARA MITRE10	Powerfeed concentrate for Tom Price Shopping Mall - Grounds	46.50	
744283	15/08/2022	PILBARA MITRE10	Paint and brushes, thinners, cistern, spakfilla, scrapper and blades for Paraburdoo Mall - Shop 1	331.60	
744362	15/08/2022	PILBARA MITRE10	Tubs, locks and tape for community services events	759.75	
744476	16/08/2022	PILBARA MITRE10	Kwik grip, adhesive spray, door knob, grout spreader for Paraburdoo Mall - Shop 1	100.80	
744624	16/08/2022	PILBARA MITRE10	RHS steel poles for 126 Cedar Street	108.00	
744962	18/08/2022	PILBARA MITRE10	Weed and feed 4Lt for TP swimming pool	72.00	
745489	20/08/2022	PILBARA MITRE10	Sprinkler, solenoid valve for 498 Sirius Street	55.04	
745623	22/08/2022	PILBARA MITRE10	Return of solenoid valve for 498 Sirius Street	-50.25	
745626	22/08/2022	PILBARA MITRE10	Fluoro light fitting for Paraburdoo Mall - Shop 2	76.50	
745630	22/08/2022	PILBARA MITRE10	Hvdroseal tap for 498 Sirius Street	44.95	
745781	23/08/2022	PILBARA MITRE10	Enamel paint for 653 Kiah Street	61.95	
745783	23/08/2022	PILBARA MITRE10	Spakfilla, paint and brushes, rollers, foam covers for Paraburdoo Mall - Shop 1	370.70	
745842	23/08/2022	PILBARA MITRE10	Paint brushes, rollers for Paraburdoo Mall - Shop 1	31.05	
745895	23/08/2022	PILBARA MITRE10	Mail box, light globes for 1167 Tarwonga Circuit	60.95	
745920	23/08/2022	PILBARA MITRE10	Wipes, scrubs, buckets for Ashburton Avenue, 811A/Shop 2	19.65	
746005	24/08/2022	PILBARA MITRE10	Kelso garden fork for Clem Thompson Oval - Surface	59.50	
746006	24/08/2022	PILBARA MITRE10	Eveready batteries for Tom Price - Reticulated Verges	17.40	
746008	24/08/2022	PILBARA MITRE10	Safety cardlock for Twitchin Road	14.00	
746169	25/08/2022	PILBARA MITRE10	Door seal, paint brush, kill rust, door stop for Paraburdoo Mall - Shop 1	147.25	
746171	25/08/2022	PILBARA MITRE10	Mail box numbers for 1167 Tarwonga Circuit	11.55	
746276	25/08/2022	PILBARA MITRE10	Pine sleeper for 126 Cedar Street	71.00	
746174	25/08/2022	PILBARA MITRE10	Polv saddle clamps for TP swimming pool	4.70	
746378	26/08/2022	PILBARA MITRE10	Paint, scraper, brushes for Paraburdoo Mall - Shop 1	42.50	
746384	26/08/2022	PILBARA MITRE10	Tap timer, sprinkler for 21B Cogelup Way	48.95	
746622	27/08/2022	PILBARA MITRE10	Screws, extension lead, brass tee, brass hex for Twitchin Road	95.25	
746833	29/08/2022	PILBARA MITRE10	Paint roller and paint for 1167 Tarwonga Circuit	83.90	
746839	29/08/2022	PILBARA MITRE10	Paint, rollers, coveralls, screw set for 126 Cedar Street	226.70	
746911	29/08/2022	PILBARA MITRE10	1166 Tarwonga St, Tom Price fortnightly pool service 25/08/2022	90.00	
746935	29/08/2022	PILBARA MITRE10	Cable ties, repair kit, screws for TP swimming pool	74.75	
747048	30/08/2022	PILBARA MITRE10	Shower head, tap repeaters, tap valve for 90 Pilbara Avenue	82.75	
		PILBARA MITRE10 Total		5394.63	\$5,394.63
EFT62517	15/09/2022	PILBARA PORTS AUTHORITY	Payment		\$14,373.47
A787	14/09/2022	PILBARA PORTS AUTHORITY	Rates refund for assessment A787 3 First Ave Onslow 6710	14373.47	
		PILBARA PORTS AUTHORITY Total		14373.47	\$14,373.47
EFT62518	15/09/2022	PRECISION COLLISION	Payment		\$300.00
11987	31/08/2022	PRECISION COLLISION	Payment of excess for claim number MO0057264	300.00	
		PRECISION COLLISION Total		300.00	\$300.00
EFT62519	15/09/2022	RIO TINTO	Payment		\$13,875.84
3004344432	03/08/2022	RIO TINTO	Electricity consumption for Skatepark Lot 37 Fortescue Rd, Paraburdoo 28/06/2022 - 25/07/2022	147.97	
1004401335	01/09/2022	RIO TINTO	Electricity consumption for 18 Weelamurra Ct, Tom Price 23/05/2022 - 24/07/2022	169.63	
3004372771	07/09/2022	RIO TINTO	Electricity consumption for Rec centre at 898 Tanunda St, Tom Price 25/07/2022 - 23/08/2022	266.39	
1004431274	07/09/2022	RIO TINTO	Electricity consumption for 2/19 Allambi Wav, Tom Price 26/05/2022 - 30/08/2022	411.29	
1004431415	07/09/2022	RIO TINTO	Electricity consumption for 1175 Tarwonga Cct, Tom Price 25/05/2022 - 01/09/2022	721.89	
1004431456	07/09/2022	RIO TINTO	Electricity consumption for 261 Poinciana St, Tom Price 27/05/2022 - 30/08/2022	680.31	
3004360172	07/09/2022	RIO TINTO	Electricity consumption for Pool at 849 Willow Rd, Tom Price 25/07/2022 - 23/08/2022	3289.44	

Reference Number	Date	Name	Description	Invoice Amount	
3004360180	07/09/2022	RIO TINTO	Electricity consumption for Tennis lights at 849 Willow Rd, Tom Price 25/07/2022 - 23/08/2022	898.79	
3004360289	07/09/2022	RIO TINTO	Electricity consumption for Oval change lights at 2 East Rd, Tom Price 25/07/2022 - 23/08/2022	292.96	
3004360297	07/09/2022	RIO TINTO	Electricity consumption for Office at 246 Poinciana St, Tom Price 25/07/2022 - 23/08/2022	99.51	
3004360719	07/09/2022	RIO TINTO	Electricity consumption for Oval and pavilion Stadium Rd, Tom Price 25/07/2022 - 23/08/2022	85.39	
3004372789	07/09/2022	RIO TINTO	Electricity consumption for Area W kiosk, Tom Price 25/07/2022 - 23/08/2022	75.70	
3004372805	07/09/2022	RIO TINTO	Electricity consumption for Bird park Central Rd, Tom Price 25/07/2022 - 23/08/2022	126.07	
3004372839	07/09/2022	RIO TINTO	Electricity consumption for Centre at 856 Central Rd, Tom Price 25/07/2022 - 23/08/2022	545.92	
3004373118	07/09/2022	RIO TINTO	Electricity consumption for Library Central Rd, Tom Price 25/07/2022 - 23/08/2022	201.91	
3004373167	07/09/2022	RIO TINTO	Electricity consumption for Depot at Lot 2001 Boonderoo Rd, Tom Price 26/07/2022 - 23/08/2022	719.60	
3004373639	07/09/2022	RIO TINTO	Electricity consumption for Tourist bureau 865 Central Rd, Tom Price 25/07/2022 - 23/08/2022	423.04	
3004373779	07/09/2022	RIO TINTO	Electricity consumption for 874 North Rd, Tom Price 25/07/2022 - 23/08/2022	403.94	
3004391623	07/09/2022	RIO TINTO	Electricity consumption for 293 Willow Rd, Tom Price 25/07/2022 - 30/08/2022	491.13	
3004369686	07/09/2022	RIO TINTO	Electricity consumption for Lot 23 Turee Way, Paraburdoo 25/07/2022 - 23/08/2022	390.38	
3004371062	07/09/2022	RIO TINTO	Electricity consumption for Food van Lot 67 Camp Rd, Paraburdoo 25/07/2022 - 22/08/2022	181.58	
3004372144	07/09/2022	RIO TINTO	Electricity consumption for Basket ball courts De Grey Rd, Paraburdoo 25/07/2022 - 23/08/2022	129.12	
3004372615	07/09/2022	RIO TINTO	Electricity consumption for Tennis courts De Grey Rd, Paraburdoo 25/07/2022 - 23/08/2022	54.67	
3004359810	07/09/2022	RIO TINTO	Electricity consumption for Skatepark Lot 37 Fortescue Rd, Paraburdoo 25/07/2022 - 22/08/2022	218.38	
3004359844	07/09/2022	RIO TINTO	Electricity consumption for CHUB 555 Ashburton Ave, Paraburdoo 25/07/2022 - 22/08/2022	94.68	
3004359893	07/09/2022	RIO TINTO	Electricity consumption for Park at 625 Meeka Ave, Paraburdoo 25/07/2022 - 22/08/2022	55.94	
3004360107	07/09/2022	RIO TINTO	Electricity consumption for Sports pavilion at 615 De Grey Rd, Paraburdoo 25/07/2022 - 22/08/2022	489.89	
3004360479	07/09/2022	RIO TINTO	Electricity consumption for Visitor bay Lot 67 Camp Rd, Paraburdoo 25/07/2022 - 22/08/2022	218.52	
3004360677	07/09/2022	RIO TINTO	Electricity consumption for Oval lights De Grey Rd, Paraburdoo 25/07/2022 - 22/08/2022	1572.02	
3004360727	07/09/2022	RIO TINTO	Electricity consumption for 811A Ashburton Ave, Paraburdoo 25/07/2022 - 22/08/2022	73.08	
3004368886	07/09/2022	RIO TINTO	Electricity consumption for Centre at 803 Ashburton Ave, Paraburdoo 25/07/2022 - 22/08/2022	152.83	
3004442160	09/09/2022	RIO TINTO	Electricity consumption for Courts at 897 Tanunda St, Tom Price 10/08/2022 - 23/08/2022	86.80	
3004442103	09/09/2022	RIO TINTO	Electricity consumption for Courts at 897 Tanunda St, Tom Price 25/07/2022 - 10/08/2022	107.07	
		RIO TINTO Total		13875.84	\$13,875.84
EFT62520	15/09/2022	ROYAL LIFE SAVING SOCIETY WA	Payment		\$405.70
143011	01/07/2022	ROYAL LIFE SAVING SOCIETY WA	Provide aquatic trainer requalification for employee #1551	27.50	
178907	02/09/2022	ROYAL LIFE SAVING SOCIETY WA	Supply Watch Around Water wrist bands for Tom Price Swimming Pool	79.20	
145179	06/09/2022	ROYAL LIFE SAVING SOCIETY WA	Provide 2 day pool lifeguard course for employee #1949 17-18/09/2022	299.00	
		ROYAL LIFE SAVING SOCIETY WA Total		405.70	\$405.70
EFT62521	15/09/2022	SAS LOCKSMITHS	Payment		\$591.53
174867	26/08/2022	SAS LOCKSMITHS	Supply entrance set and keys for Lot 383 Simpson Street Onslow	435.23	
174931	29/08/2022	SAS LOCKSMITHS	Supply master lock combination padlock for Onslow Community Garden	92.63	
175478	08/09/2022	SAS LOCKSMITHS	Supply super lube grease for locks	63.67	
		SAS LOCKSMITHS Total		591.53	\$591.53
EFT62522	15/09/2022	SCORCHERS CRICKET CLUB	Payment		\$300.00
DONATION20220913	13/09/2022	SCORCHERS CRICKET CLUB	Donation towards club assistance at Tom Price Welcome to Town event 11/09/2022	300.00	
		SCORCHERS CRICKET CLUB Total		300.00	\$300.00
EFT62523	15/09/2022	SHIRE OF ASHBURTON	Payment		\$110.00
T2	13/09/2022	SHIRE OF ASHBURTON	BRB commissions collected on approved applications August 2022	110.00	
		SHIRE OF ASHBURTON Total		110.00	\$110.00
EFT62524	15/09/2022	SHIRE OF ASHBURTON	Payment		\$3,419.88
DEDUCTION	11/09/2022	SHIRE OF ASHBURTON	Payroll deductions	2919.88	
DEDUCTION	11/09/2022	SHIRE OF ASHBURTON	Payroll deductions	500.00	
		SHIRE OF ASHBURTON Total		3419.88	\$3,419.88
EFT62525	15/09/2022	SODEXO REMOTE SITES AUSTRALIA	Payment		\$201.76
5100041356	01/09/2022	SODEXO REMOTE SITES AUSTRALIA	Pannawonica supermarket supplies August 2022	79.60	
5100041367	07/09/2022	SODEXO REMOTE SITES AUSTRALIA	Fuel usage for Pannawonica August 2022	122.16	
		SODEXO REMOTE SITES AUSTRALIA Total		201.76	\$201.76
EFT62526	15/09/2022	SODEXO - RENTAL PAYMENTS	Payment		\$2,129.17
PM01-040209	14/09/2022	SODEXO - RENTAL PAYMENTS	Rent for 294 Samson Ave, Paraburdoo 28/09/2022 - 27/10/2022	1042.86	
PM01-040208	14/09/2022	SODEXO - RENTAL PAYMENTS	Rent for 487 Robe Ave, Paraburdoo 28/09/2022 - 27/10/2022	1086.31	

Reference Number	Date	Name	Description	Invoice Amount	
		SODEXO - RENTAL PAYMENTS Total		2129.17	\$2,129.17
EFT62527	15/09/2022	STIHL SHOP OSBORNE PARK	Payment		\$1,155.00
73815 #7	01/09/2022	STIHL SHOP OSBORNE PARK	Supply line round and PPE for verge cutting works Tom Price	1155.00	
		STIHL SHOP OSBORNE PARK Total		1155.00	\$1,155.00
EFT62528	15/09/2022	TELSTRA	Payment		\$194.73
1559493000-	02/09/2022	TELSTRA	Monthly Telephone charges	194.73	
		TELSTRA Total		194.73	\$194.73
EFT62529	15/09/2022	TENDERLINK.COM	Payment		\$369.60
ASHBRT-509804	08/09/2022	TENDERLINK.COM	Advertising RFQ 19.22 Ashburton Downs Re-construct 08/09/2022	184.80	
ASHBRT-510023	09/09/2022	TENDERLINK.COM	Advertising RFT 12.22 Rural Unsealed Roads Wet Hire of Double Road Trains 10/09/2022	184.80	
		TENDERLINK.COM Total		369.60	\$369.60
EFT62530	15/09/2022	TENNANT AUSTRALIA	Payment		\$340.41
918987135	07/09/2022	TENNANT AUSTRALIA	Supply 2x wheel scrubber for Onslow Multi-purpose Centre	340.41	
		TENNANT AUSTRALIA Total		340.41	\$340.41
EFT62531	15/09/2022	THALANYJI SERVICE STATIONS	Payment		\$140.00
INV-3685	01/09/2022	THALANYJI SERVICE STATIONS	Provide catering for appreciation lunch 29/08/2022	140.00	
		THALANYJI SERVICE STATIONS Total		140.00	\$140.00
EFT62532	15/09/2022	TOLL GLOBAL EXPRESS (2085060)	Payment		\$2,409.39
1618-3VA230	28/08/2022	TOLL GLOBAL EXPRESS (2085060)	Freight charges	2218.62	
1619-3VA230	04/09/2022	TOLL GLOBAL EXPRESS (2085060)	Freight charges	190.77	
		TOLL GLOBAL EXPRESS (2085060) Total		2409.39	\$2,409.39
EFT62533	15/09/2022	TOLL GLOBAL EXPRESS (2085599)	Payment		\$536.58
0435-80742816	21/08/2022	TOLL GLOBAL EXPRESS (2085599)	Freight charges	479.36	
0436-80742816	11/09/2022	TOLL GLOBAL EXPRESS (2085599)	Freight charges	57.22	
		TOLL GLOBAL EXPRESS (2085599) Total		536.58	\$536.58
EFT62534	15/09/2022	TOM PRICE SENIOR HIGH SCHOOL	Payment		\$300.00
DONATION20220913	13/09/2022	TOM PRICE SENIOR HIGH SCHOOL	Donation towards Cadets assistance at Tom Price Welcome to Town event 11/09/2022	300.00	
		TOM PRICE SENIOR HIGH SCHOOL Total		300.00	\$300.00
EFT62535	15/09/2022	TORQUE TECH MECHANICAL	Payment		\$255.00
54.428	08/09/2022	TORQUE TECH MECHANICAL	Supply battery for Toyota Hilux AS9501	255.00	
		TORQUE TECH MECHANICAL Total		255.00	\$255.00
EFT62536	15/09/2022	VIVA ENERGY AUSTRALIA	Payment		\$13,389.13
6851947	31/08/2022	VIVA ENERGY AUSTRALIA	Fuel usage for the period 01/08/2022 to 31/08/2022	10160.28	
6851947	31/08/2022	VIVA ENERGY AUSTRALIA	Fuel usage for the period 01/08/2022 to 31/08/2022	3228.85	
		VIVA ENERGY AUSTRALIA Total		13389.13	\$13,389.13
EFT62537	15/09/2022	WATER 2 WATER	Payment		\$2,296.85
INV256880	17/08/2022	WATER 2 WATER	Provide maintenance of water system 27 Willow Road, Tom Price	192.00	
INV256879	17/08/2022	WATER 2 WATER	Maintenance of water systems located in Tom Price August 2022	1843.45	
INV256897	17/08/2022	WATER 2 WATER	Provide repairs to water softener 825B Warara Street Tom Price	261.40	
		WATER 2 WATER Total		2296.85	\$2,296.85
EFT62538	15/09/2022	WATER CORPORATION	Payment		\$250.88
9008513637-0132	02/09/2022	WATER CORPORATION	Water service charge for 36 Second Ave, Onslow 01/09/2022 - 31/10/2022	127.95	
9011472055-0099	02/09/2022	WATER CORPORATION	Water service charge for 34 Second Ave, Onslow 01/09/2022 - 31/10/2022	122.93	
		WATER CORPORATION Total		250.88	\$250.88
EFT62539	15/09/2022	WALGA	Payment		\$43,605.66
SI-000318	22/07/2022	WALGA	WALGA annual membership and subscriptions 2022-2023	43605.66	
		WALGA Total		43605.66	\$43,605.66
EFT62540	15/09/2022	WHITEHAUS ARCHITECTS PTY LTD	Payment		\$6,292.00
INV-22167	09/09/2022	WHITEHAUS ARCHITECTS PTY LTD	Provide architectural documentation revision services for Ocean View Caravan Park phase 3	6292.00	
		WHITEHAUS ARCHITECTS PTY LTD Total		6292.00	\$6,292.00
EFT62541	15/09/2022	WREN OIL	Payment		\$49.50
134819	26/07/2022	WREN OIL	Waste oil collection and disposal - Paraburdoo Waste Site 21/07/2022	16.50	
135140	29/07/2022	WREN OIL	Waste oil collection and disposal - Tom Price Works Depot 28/07/2022	16.50	

Reference Number	Date	Name	Description	Invoice Amount	
135141	29/07/2022	WREN OIL	Waste oil collection and disposal - Tom Price Waste Site 28/07/2022	16.50	
		WREN OIL Total		49.50	\$49.50
EFT62542	21/09/2022	ALANA SULLIVAN	Payment		\$587.03
CRTRAVEL20220913	13/09/2022	ALANA SULLIVAN	Councillor travel expense to attend Ordinary Meeting of Council in Onslow - 09/08/2022	587.03	
		ALANA SULLIVAN Total		587.03	\$587.03
EFT62543	21/09/2022	ALL INTERACTIVE DISTRIBUTION	Payment		\$114.68
168002	12/09/2022	ALL INTERACTIVE DISTRIBUTION	Supply DVDs for Tom Price Library August 2022	114.68	
		ALL INTERACTIVE DISTRIBUTION Total		114.68	\$114.68
EFT62544	21/09/2022	AMEK ENGINEERING PTY LTD	Payment		\$327.25
71135	19/09/2022	AMEK ENGINEERING PTY LTD	Provide Electrical Equipment Testing and Tagging - Tom Price Library	327.25	
		AMEK ENGINEERING PTY LTD Total		327.25	\$327.25
EFT62545	21/09/2022	AUDRA SMITH	Payment		\$723.39
CRTRAVEL20220913	13/09/2022	AUDRA SMITH	Councillor travel expense to attend Shire events August and September 2022	723.39	
		AUDRA SMITH Total		723.39	\$723.39
EFT62546	21/09/2022	AIM WA	Payment		\$27,500.00
7142035	31/08/2022	AIM WA	Creating, Leading & Growing High Performance Environments training program 16/8/2022	27500.00	
		AIM WA Total		27500.00	\$27,500.00
EFT62547	21/09/2022	B TROOP SOLDIERS CLUB	Payment		\$200.00
SEP22-001	20/09/2022	B TROOP SOLDIERS CLUB	Donation to Emergency Services Function facilitated by Pilbara Regiment B Troop Soldiers Club	200.00	
		B TROOP SOLDIERS CLUB Total		200.00	\$200.00
EFT62548	21/09/2022	BLACKWOODS PTY LTD	Payment		\$453.00
ON0231FC	12/09/2022	BLACKWOODS PTY LTD	Supply work boots and pants for Shire cleaning staff	347.98	
ON2460FC	12/09/2022	BLACKWOODS PTY LTD	Supply 54x hessian sandbags for Twitchin Road works	105.02	
		BLACKWOODS PTY LTD Total		453.00	\$453.00
EFT62549	21/09/2022	BYBLOS CONSTRUCTIONS-TOM PRICE	Payment		\$1,023.00
1429	19/09/2022	BYBLOS CONSTRUCTIONS-TOM PRICE	Provide septic tank empty Tom Price Information Bay dump point 12/09/2022	1023.00	
		BYBLOS CONSTRUCTIONS-TOM PRICE Total		1023.00	\$1,023.00
EFT62550	21/09/2022	C MUNRO CONTRACTORS	Payment		\$25,308.67
133323	07/09/2022	C MUNRO CONTRACTORS	Onslow Waste Water Treatment Unit service calls July 2022	462.00	
133391	12/09/2022	C MUNRO CONTRACTORS	Provide repairs to gate latch and shade umbrella Onslow Airport	133.06	
133459	14/09/2022	C MUNRO CONTRACTORS	Investigate and repair maior water leaks 7 Anketell Court Onslow	1003.84	
133435	14/09/2022	C MUNRO CONTRACTORS	Supply and install cooktop and solar kit (#3) Onslow Foreshore	8076.57	
10606 CR	14/09/2022	C MUNRO CONTRACTORS	Credit for invoice 133462 raised in error	-7119.37	
133462	14/09/2022	C MUNRO CONTRACTORS	Provide and replace sewer pumps Ocean View Caravan Park Onslow	7119.37	
133508	14/09/2022	C MUNRO CONTRACTORS	Provide and replace sewer pumps Ocean View Caravan Park Onslow	7288.77	
133441	14/09/2022	C MUNRO CONTRACTORS	Investigate excess water usage at Thalanyi Oval Onslow	132.00	
133476	14/09/2022	C MUNRO CONTRACTORS	Supply and replace toilet seats Onslow MPC	468.38	
133482	14/09/2022	C MUNRO CONTRACTORS	Provide repairs to broken sink taps Onslow Administration Office	332.70	
133503	14/09/2022	C MUNRO CONTRACTORS	Supply septic tank empty Shire Depot 09/09/2022	852.00	
133494	14/09/2022	C MUNRO CONTRACTORS	Provide clearance of blocked drains Onslow Sports Club	1485.00	
133497	14/09/2022	C MUNRO CONTRACTORS	Provide plumbing repairs to water cooler Third Ave Playground Onslow	515.44	
133490	14/09/2022	C MUNRO CONTRACTORS	Supply of fittings and valves for plumbing works at Pilbara Regional Waste Management Facility	709.06	
133442	14/09/2022	C MUNRO CONTRACTORS	Install water run to common BBQ area 7 Anketell Court Onslow	572.00	
133428	14/09/2022	C MUNRO CONTRACTORS	Provide septic waste empty - Twitchin Road portaloos 13/09/2022	516.03	
133450	14/09/2022	C MUNRO CONTRACTORS	Provide urgent repairs to Onslow cemetery toilets 04/08/2022	178.42	
133451	14/09/2022	C MUNRO CONTRACTORS	Provide repairs to 4 Mile Creek toilets	231.00	
133454	14/09/2022	C MUNRO CONTRACTORS	Provide repairs to kitchen sink plumbing 20 Third Ave Onslow	408.65	
133457	14/09/2022	C MUNRO CONTRACTORS	Supply and replace BBQ pigtail connection Onslow Foreshore	151.80	
133474	14/09/2022	C MUNRO CONTRACTORS	Provide repairs to burst water main Onslow Sun Chalets	471.09	
133475	14/09/2022	C MUNRO CONTRACTORS	Provide plumbing repairs Onslow Aquatic Centre	213.84	
133511	16/09/2022	C MUNRO CONTRACTORS	Provide septic tank empty Old Onslow Town Site 15/09/2022	1107.02	
		C MUNRO CONTRACTORS Total		25308.67	\$25,308.67
EFT62551	21/09/2022	CAMPBELL'S CANNING VALE	Payment		\$754.00
82715	05/09/2022	CAMPBELL'S CANNING VALE	Supply food items for on sale at Onslow Airport Kiosk	754.00	

Reference Number	Date	Name	Description	Invoice Amount	
		CAMPBELL'S CANNING VALE Total		754.00	\$754.00
EFT62552	21/09/2022	CITY OF KARRATHA	Payment		\$3,523.58
132239	15/09/2022	CITY OF KARRATHA	Provide building certification services August 2022	3523.58	
		CITY OF KARRATHA Total		3523.58	\$3,523.58
EFT62553	21/09/2022	CIVIC LEGAL	Payment		\$275.00
510323	13/09/2022	CIVIC LEGAL	Provide legal services for audit letter 2022	275.00	
		CIVIC LEGAL Total		275.00	\$275.00
EFT62554	21/09/2022	CLEANAWAY WASTE MANAGEMENT	Payment		\$32,058.91
19119216	27/06/2022	CLEANAWAY WASTE MANAGEMENT	Waste Transportation from Onslow Waste Transfer Station May 2022	24406.96	
19114182	30/06/2022	CLEANAWAY WASTE MANAGEMENT	Waste Transportation from Onslow Waste Transfer Station June 2022	5609.25	
19128295	31/07/2022	CLEANAWAY WASTE MANAGEMENT	Provide waste disposal of oil and oily water July 2022	2042.70	
		CLEANAWAY WASTE MANAGEMENT Total		32058.91	\$32,058.91
EFT62555	21/09/2022	CLEVERPATCH PTY LTD	Payment		\$133.21
459873	14/09/2022	CLEVERPATCH PTY LTD	Supply craft items for Pannawonica School Holiday Program	133.21	
		CLEVERPATCH PTY LTD Total		133.21	\$133.21
EFT62556	21/09/2022	COCA-COLA AMATIL	Payment		\$913.86
229456679	19/09/2022	COCA-COLA AMATIL	Supply soft drinks for sale at Onslow Aquatic Centre Kiosk	913.86	
		COCA-COLA AMATIL Total		913.86	\$913.86
EFT62557	21/09/2022	COMPU-STOR	Payment		\$1,424.83
292218	31/08/2022	COMPU-STOR	Storage costs August 2022 and charges for transfer of records from ZircoData to Compu-Stor	2294.34	
CN292218	16/09/2022	COMPU-STOR	Credit against 'new box in' charges invoice 292218	-869.51	
		COMPU-STOR Total		1424.83	\$1,424.83
EFT62558	21/09/2022	CONNECT CALL CENTRE SERVICES	Payment		\$439.51
00112636	15/09/2022	CONNECT CALL CENTRE SERVICES	After hours Call Centre Service for month of August 2022	439.51	
		CONNECT CALL CENTRE SERVICES Total		439.51	\$439.51
EFT62559	21/09/2022	CONTAINER TRADERS PTY LTD	Payment		\$10,560.00
I-48308	16/09/2022	CONTAINER TRADERS PTY LTD	Supply and deliver general purpose shipping container for Ashburton Downs Road	10560.00	
		CONTAINER TRADERS PTY LTD Total		10560.00	\$10,560.00
EFT62560	21/09/2022	CORPORATE TRAVEL MANAGEMENT	Payment		\$958.04
I.0015510061	14/09/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11446291 Flights (Perth-Para-Perth) for Facilitator 04/10/2022 - 05/10/2022	120.63	
I.0015524501	16/09/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11457249 Flights (Para-Perth-Para) for Councillor 27/09/2022 - 05/10/2022	837.41	
		CORPORATE TRAVEL MANAGEMENT Total		958.04	\$958.04
EFT62561	21/09/2022	DICE SOLUTIONS	Payment		\$1,240.49
17798	13/09/2022	DICE SOLUTIONS	Provide adjustment to lighting position on Taxiway Delta Onslow Airport	480.98	
17813	13/09/2022	DICE SOLUTIONS	Provide repairs A/C in WWTU control room Onslow Airport	154.00	
17836	16/09/2022	DICE SOLUTIONS	Provide electrical testing and repairs 9 Third Ave Onslow	605.51	
		DICE SOLUTIONS Total		1240.49	\$1,240.49
EFT62562	21/09/2022	DOONGURRA CIVIL MINING	Payment		\$15,323.55
INV-0368	18/09/2022	DOONGURRA CIVIL MINING	Provide plant operator for rural road works 05/09/2022 - 09/09/2022	5250.30	
INV-0369	19/09/2022	DOONGURRA CIVIL MINING	Provide plant operator for rural road works 10/09/2022 - 18/09/2022	10073.25	
		DOONGURRA CIVIL MINING Total		15323.55	\$15,323.55
EFT62563	21/09/2022	EMIRGE PTY LTD	Payment		\$1,999,464.98
V00000858	30/08/2022	EMIRGE PTY LTD	Construction of Tom Price Childcare and Combined Emergency Services - progress claim 10	1184091.50	
V00000859	30/08/2022	EMIRGE PTY LTD	Design and Construction of Tom Price and Paraburdoo Multipurpose Courts progress claim 3	815373.48	
		EMIRGE PTY LTD Total		1999464.98	\$1,999,464.98
EFT62564	21/09/2022	ERTECH PTY LTD	Payment		\$153,217.63
33648	12/09/2022	ERTECH PTY LTD	Onslow Seawall construction - progress claim 6	153217.63	
		ERTECH PTY LTD Total		153217.63	\$153,217.63
EFT62565	21/09/2022	ESAFETY SUPPLIES PTY LTD	Payment		\$6,049.78
SI-00007555	20/09/2022	ESAFETY SUPPLIES PTY LTD	Supply 2000x car park marking dots	6049.78	
		ESAFETY SUPPLIES PTY LTD Total		6049.78	\$6,049.78
EFT62566	21/09/2022	EURO DIESEL SERVICES	Payment		\$415.18
00005005	14/09/2022	EURO DIESEL SERVICES	Supply 2x 20 litres coolant for 2013 Bomag BC572RB-2 Landfill Compactor	415.18	
		EURO DIESEL SERVICES Total		415.18	\$415.18

Reference Number	Date	Name	Description	Invoice Amount	
EFT62567	21/09/2022	FARMARAMA PTY LTD	Payment		\$1,056.00
00021771	16/09/2022	FARMARAMA PTY LTD	Supply Glyphosate 450 for Tom Price town maintenance	1056.00	
		FARMARAMA PTY LTD Total		1056.00	\$1,056.00
EFT62568	21/09/2022	GREENFIELD TECHNICAL SERVICES	Payment		\$4,139.85
INV-2801	12/09/2022	GREENFIELD TECHNICAL SERVICES	Project support for Shire roads flood damage reinstatement works 01/08/2022 - 12/09/2022	998.25	
INV-2817	14/09/2022	GREENFIELD TECHNICAL SERVICES	Provide flood damage assessment and preparation of EPAR cost estimate for rural roads	3141.60	
		GREENFIELD TECHNICAL SERVICES Total		4139.85	\$4,139.85
EFT62569	21/09/2022	GREGORY NANFRA	Payment		\$75.00
REFUND20220915	15/09/2022	GREGORY NANFRA	Refund of overcharged Tom Price dog kennel booking 12/09/2022	75.00	
		GREGORY NANFRA Total		75.00	\$75.00
EFT62570	21/09/2022	HAMES SHARLEY (WA) PTY LTD	Payment		\$121,415.91
WA015574	29/07/2022	HAMES SHARLEY (WA) PTY LTD	Provide professional consultancy services - Community Lifestyle and Infrastructure Plan	115657.41	
WA015579	29/07/2022	HAMES SHARLEY (WA) PTY LTD	Provide variation for Community Lifestyle and Infrastructure Plan for Tom Price and Paraburdoo	5758.50	
		HAMES SHARLEY (WA) PTY LTD Total		121415.91	\$121,415.91
EFT62571	21/09/2022	HANNAH RICHARDSON	Payment		\$25.00
REFUND20220919	19/09/2022	HANNAH RICHARDSON	Refund of partially cancelled Tom Price dog kennel booking 20/09/2022	25.00	
		HANNAH RICHARDSON Total		25.00	\$25.00
EFT62572	21/09/2022	HESPERIAN PRESS	Payment		\$27.70
27615	15/09/2022	HESPERIAN PRESS	Supply local history book for Paraburdoo Library	27.70	
		HESPERIAN PRESS Total		27.70	\$27.70
EFT62573	21/09/2022	HORIZON POWER	Payment		\$10,137.52
265568-2101426365	07/09/2022	HORIZON POWER	Electricity consumption for Lot 16 Onslow Rd, Onslow 07/07/2022 - 06/09/2022	10051.18	
543444-2101435668	14/09/2022	HORIZON POWER	Electricity consumption for 16 Tink St, Onslow 07/05/2022 - 07/07/2022	50.84	
543444-2101436801	15/09/2022	HORIZON POWER	Electricity consumption for 16 Tink St, Onslow 08/07/2022 - 07/09/2022	35.50	
		HORIZON POWER Total		10137.52	\$10,137.52
EFT62574	21/09/2022	INITIAL HYGIENE	Payment		\$3,928.27
053027602	14/09/2022	INITIAL HYGIENE	Contract #K63/C/54045341 - Hygiene services for Shire Facilities 28/10/2022 - 27/11/2022	3928.27	
		INITIAL HYGIENE Total		3928.27	\$3,928.27
EFT62575	21/09/2022	JAMES BENNETT PTY LTD	Payment		\$266.62
4778853	09/09/2022	JAMES BENNETT PTY LTD	Supply books for Paraburdoo Library - August 2022	217.63	
4778854	09/09/2022	JAMES BENNETT PTY LTD	Supply books for Onslow Library - August 2022	17.49	
4778855	09/09/2022	JAMES BENNETT PTY LTD	Supply books for Pannawonica Library - August 2022	31.50	
		JAMES BENNETT PTY LTD Total		266.62	\$266.62
EFT62576	21/09/2022	JAMIE RICHARDSON	Payment		\$389.23
CRTRAVEL20220913	13/09/2022	JAMIE RICHARDSON	Councillor travel expense to attend Ordinary Meeting of Council in Pannawonica 13/09/2022	389.23	
		JAMIE RICHARDSON Total		389.23	\$389.23
EFT62577	21/09/2022	JAPANESE TRUCK & BUS SPARES	Payment		\$1,344.15
458620	14/09/2022	JAPANESE TRUCK & BUS SPARES	Supply transmission service kits for refuse trucks and road sweeper	1344.15	
		JAPANESE TRUCK & BUS SPARES Total		1344.15	\$1,344.15
EFT62578	21/09/2022	JB HIFI	Payment		\$1,019.70
BD0923252	15/09/2022	JB HIFI	Supply 6x Logitech webcams	1019.70	
		JB HIFI Total		1019.70	\$1,019.70
EFT62579	21/09/2022	KENNARDS HIRE	Payment		\$305.80
24164935	12/09/2022	KENNARDS HIRE	Provide camp shower and hire period 29/08/2022 - 12/09/2022	305.80	
		KENNARDS HIRE Total		305.80	\$305.80
EFT62580	21/09/2022	KERRY WHITE	Payment		\$2,277.44
CRTRAVEL20220913	13/09/2022	KERRY WHITE	Councillor travel expense for various Shire meetings and events August to September 2022	2277.44	
		KERRY WHITE Total		2277.44	\$2,277.44
EFT62581	21/09/2022	KHB MOBILE MECHANICAL	Payment		\$2,961.78
00026111	14/09/2022	KHB MOBILE MECHANICAL	Supply and manufacture hydraulic hose and supply parts for John Deere Motor Grader (AS8499)	1316.84	
00026110	14/09/2022	KHB MOBILE MECHANICAL	Supply hydraulic oil and workshop consumables for Tom Price Works Depot	288.75	
00026142	19/09/2022	KHB MOBILE MECHANICAL	Supply and replace brake booster Howard Porter Side Tipper (1TDP293)	653.95	
00026097	19/09/2022	KHB MOBILE MECHANICAL	Provide service of Toyota Hilux 4x2 2.7L D/C A/T (AS9107)	338.69	
00026123	19/09/2022	KHB MOBILE MECHANICAL	Provide service of Toyota Hilux Workmate S/C A/T	363.55	

Reference Number	Date	Name	Description	Invoice Amount	
		KHB MOBILE MECHANICAL Total		2961.78	\$2,961.78
EFT62582	21/09/2022	LEIDOS SECURITY	Payment		\$25,822.50
I04000000802	09/09/2022	LEIDOS SECURITY	Service & Maintenance Agreement for Screening Equipment Onslow Airport 01/09/22 - 30/11/22	25822.50	
		LEIDOS SECURITY Total		25822.50	\$25,822.50
EFT62583	21/09/2022	LOCAL GEOTECHNICS	Payment		\$8,580.00
INV-2701	16/09/2022	LOCAL GEOTECHNICS	Provide slope analysis for Lot 574 Second Avenue Onslow	8580.00	
		LOCAL GEOTECHNICS Total		8580.00	\$8,580.00
EFT62584	21/09/2022	MARKET CREATIONS	Payment		\$1,056.00
IT71-2	31/08/2022	MARKET CREATIONS	Provide marketing support for August 2022	1056.00	
		MARKET CREATIONS Total		1056.00	\$1,056.00
EFT62585	21/09/2022	MATTHEW LYNCH	Payment		\$556.93
CRTRAVEL20220913	13/09/2022	MATTHEW LYNCH	Councillor travel expense for September Ordinary Meeting of Council 13/09/2022	556.93	
		MATTHEW LYNCH Total		556.93	\$556.93
EFT62586	21/09/2022	MCLEODS BARRISTERS & SOLICITORS	Payment		\$2,024.88
125871	31/08/2022	MCLEODS BARRISTERS & SOLICITORS	Provide legal advice in regard to matter 49687	2024.88	
		MCLEODS BARRISTERS & SOLICITORS Total		2024.88	\$2,024.88
EFT62587	21/09/2022	MERCURY FIRESAFETY PTY LTD	Payment		\$9,927.50
INV-78467	14/09/2022	MERCURY FIRESAFETY PTY LTD	Supply and install new FIP fire detection system, 7 Anketell Court Onslow	9746.00	
INV-78468	14/09/2022	MERCURY FIRESAFETY PTY LTD	Provide inspection of fire panel 7 Anketell Court Onslow	181.50	
		MERCURY FIRESAFETY PTY LTD Total		9927.50	\$9,927.50
EFT62588	21/09/2022	NAPA (GPC ASIA PACIFIC T/AS)	Payment		\$318.95
5470074597	14/09/2022	NAPA (GPC ASIA PACIFIC T/AS)	Supply service kit for 2016 Isuzu Dmax Ute (AS340)	318.95	
		NAPA (GPC ASIA PACIFIC T/AS) Total		318.95	\$318.95
EFT62589	21/09/2022	NORTH TOM PRICE PRIMARY P&C	Payment		\$150.00
DONATION20220914	14/09/2022	NORTH TOM PRICE PRIMARY P&C	Donation to association for assistance at Tom Price Welcome to Town event 11/09/2022	150.00	
		NORTH TOM PRICE PRIMARY P&C Total		150.00	\$150.00
EFT62590	21/09/2022	ONSITE RENTAL GROUP	Payment		\$1,590.40
3558464	14/09/2022	ONSITE RENTAL GROUP	Provide generator hire for Tom Price Welcome to Town Event 11/09/2022	1590.40	
		ONSITE RENTAL GROUP Total		1590.40	\$1,590.40
EFT62591	21/09/2022	ONSLow BEACH RESORT	Payment		\$209.00
24694	14/09/2022	ONSLow BEACH RESORT	Provide meals for employee #1873 12-14/09/2022	69.50	
24709	15/09/2022	ONSLow BEACH RESORT	Provide meals for employee #1896 13-15/09/2022	139.50	
		ONSLow BEACH RESORT Total		209.00	\$209.00
EFT62592	21/09/2022	ONSLow PRIMARY SCHOOL	Payment		\$7,304.05
981	16/09/2022	ONSLow PRIMARY SCHOOL	Water usage and service charges for Onslow community garden 06/06/2022 - 08/08/2022	7304.05	
		ONSLow PRIMARY SCHOOL Total		7304.05	\$7,304.05
EFT62593	21/09/2022	PARABURDOO SWIMMING CLUB	Payment		\$200.00
DONATION20220915	15/09/2022	PARABURDOO SWIMMING CLUB	Donation to club for assistance at Paraburdoo Welcome to Town event 10/09/2022	200.00	
		PARABURDOO SWIMMING CLUB Total		200.00	\$200.00
EFT62594	21/09/2022	PARABURDOO GOLF CLUB	Payment		\$200.00
DONATION20220915	15/09/2022	PARABURDOO GOLF CLUB	Donation to club for assistance at Paraburdoo Welcome to Town event 10/09/2022	200.00	
		PARABURDOO GOLF CLUB Total		200.00	\$200.00
EFT62595	21/09/2022	PARA PIRATES RUGBY LEAGUE	Payment		\$200.00
DONATION20220915	15/09/2022	PARA PIRATES RUGBY LEAGUE	Donation to club for assistance at Paraburdoo Welcome to Town event 10/09/2022	200.00	
		PARA PIRATES RUGBY LEAGUE Total		200.00	\$200.00
EFT62596	21/09/2022	PARABURDOO TOY LIBRARY	Payment		\$200.00
DONATION20220915	15/09/2022	PARABURDOO TOY LIBRARY	Donation to club for assistance at Paraburdoo Welcome to Town event 10/09/2022	200.00	
		PARABURDOO TOY LIBRARY Total		200.00	\$200.00
EFT62597	21/09/2022	PENNANT HOUSE PTY LTD	Payment		\$1,144.00
INV-2338	07/09/2022	PENNANT HOUSE PTY LTD	Supply 2x Australian Flags, 2 x Indigenous Flags and 2 x Shire of Ashburton Flags	1144.00	
		PENNANT HOUSE PTY LTD Total		1144.00	\$1,144.00
EFT62598	21/09/2022	PILBARA COPY SERVICE	Payment		\$1,390.95
49627	20/09/2022	PILBARA COPY SERVICE	Supply toner cartridges for Cannon MF 746 CX printer	1390.95	
		PILBARA COPY SERVICE Total		1390.95	\$1,390.95

Reference Number	Date	Name	Description	Invoice Amount	
EFT62599	21/09/2022	PILBARA FOOD SERVICES	Payment		\$87.90
\$I135049	15/09/2022	PILBARA FOOD SERVICES	Supply refreshments for Tom Price Library	87.90	
		PILBARA FOOD SERVICES Total		87.90	\$87.90
EFT62600	21/09/2022	PLATINUM SURVEYS	Payment		\$15,174.80
INV-0055	27/08/2022	PLATINUM SURVEYS	Provide aerial surveys of Shire waste facilities	15174.80	
		PLATINUM SURVEYS Total		15174.80	\$15,174.80
EFT62601	21/09/2022	RAY WHITE EXMOUTH	Payment		\$4,997.02
005328-420SECOND	26/08/2022	RAY WHITE EXMOUTH	Rent for 4/20 Second Ave Onslow 17/09/2022 - 16/10/2022	2172.62	
005670-19CLARKE	18/09/2022	RAY WHITE EXMOUTH	Rent for 19 Clarke Pl, Onslow 10/10/2022 - 09/11/2022	2824.40	
		RAY WHITE EXMOUTH Total		4997.02	\$4,997.02
EFT62602	21/09/2022	RIO TINTO - PILBARA IRON	Payment		\$15,635.01
4004360303	07/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 246 Poinciana St, Tom Price 26/05/2022 - 23/08/2022	17.80	
4004360600	07/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 844 East Rd, Tom Price 26/05/2022 - 23/08/2022	143.06	
4004373173	07/09/2022	RIO TINTO - PILBARA IRON	Water consumption for Lot 2001 Boonderoo Rd, Tom Price 26/05/2022 - 23/08/2022	1784.56	
4004373645	07/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 865 Central Rd, Tom Price 26/05/2022 - 23/08/2022	743.57	
4004384584	07/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 981 Stadium Rd, Tom Price 23/05/2022 - 29/08/2022	509.83	
4004391506	07/09/2022	RIO TINTO - PILBARA IRON	Water consumption for Library Central Rd, Tom Price 26/05/2022 - 30/08/2022	722.12	
4004421816	07/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 28 Nameless Valley Dr, Tom Price 26/05/2022 - 01/09/2022	2303.75	
4004359859	07/09/2022	RIO TINTO - PILBARA IRON	Water consumption for CHUB at 555 Ashburton Ave, Paraburdoo 25/05/2022 - 22/08/2022	1198.99	
4004359909	07/09/2022	RIO TINTO - PILBARA IRON	Water consumption for Park at 625 Meeka Ave, Paraburdoo 24/05/2022 - 22/08/2022	1137.52	
4004360485	07/09/2022	RIO TINTO - PILBARA IRON	Water consumption for Visitor bay Lot 67 Camp Rd, Paraburdoo 26/05/2022 - 22/08/2022	789.33	
4004360691	07/09/2022	RIO TINTO - PILBARA IRON	Water consumption for Toilets at Lot 810 Ashburton Ave, Paraburdoo 24/05/2022 - 22/08/2022	1038.38	
4004369007	07/09/2022	RIO TINTO - PILBARA IRON	Water consumption for Garden at Ashburton Ave, Paraburdoo 26/05/2022 - 23/08/2022	650.57	
4004360113	07/09/2022	RIO TINTO - PILBARA IRON	Water consumption for Pool at 616 Fortescue Rd, Paraburdoo 25/05/2022 - 22/08/2022	1449.06	
4004369826	07/09/2022	RIO TINTO - PILBARA IRON	Water consumption for Retic at Lot 37 Fortescue Rd, Paraburdoo 25/05/2022 - 22/08/2022	294.82	
2004386872	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 279 Carob St, Tom Price 23/05/2022 - 29/08/2022	5.22	
2004406803	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 2/4 Canberra Dr, Tom Price 27/05/2022 - 31/08/2022	35.46	
2004406837	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 825B Warra St, Tom Price 24/05/2022 - 31/08/2022	16.69	
2004407348	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 1167 Tarwonga Cct, Tom Price 25/05/2022 - 31/08/2022	6.26	
2004389371	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 283 Carob St, Tom Price 23/05/2022 - 29/08/2022	6.26	
2004393183	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 27 East Rd, Tom Price 23/05/2022 - 30/08/2022	46.94	
2004394173	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 18 Weelamurra Ct, Tom Price 23/05/2022 - 30/08/2022	38.59	
2004395824	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 215A Grevillea St, Tom Price 26/05/2022 - 30/08/2022	12.52	
2004395923	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 9 Weelamurra Ct, Tom Price 23/05/2022 - 30/08/2022	14.60	
2004399610	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 653 Kiah St, Tom Price 23/05/2022 - 30/08/2022	6.26	
2004402703	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 3/10 Canberra Dr, Tom Price 25/05/2022 - 31/08/2022	9.39	
2004404345	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 1175 Tarwonga Cct, Tom Price 25/05/2022 - 31/08/2022	387.17	
2004413122	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 4/10 Canberra Dr, Tom Price 25/05/2022 - 31/08/2022	88.66	
2004424590	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 20 Lilac St, Tom Price 27/05/2022 - 02/09/2022	17.73	
2004424624	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 22 Lilac St, Tom Price 27/05/2022 - 02/09/2022	41.72	
2004424707	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 27 Lilac St, Tom Price 27/05/2022 - 02/09/2022	88.66	
2004425118	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 98 Oleander St, Tom Price 27/05/2022 - 02/09/2022	49.02	
2004414039	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 2/19 Allambi Way, Tom Price 27/05/2022 - 31/08/2022	15.65	
2004414583	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 3/25 Allambi Way, Tom Price 27/05/2022 - 01/09/2022	61.54	
2004416851	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 1217 Wilgerup Pl, Tom Price 27/05/2022 - 01/09/2022	13.56	
2004418808	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 758 Mungarra St, Tom Price 24/05/2022 - 01/09/2022	528.69	
2004419921	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 787 Larnook St, Tom Price 24/05/2022 - 01/09/2022	39.63	
2004420473	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 726 Yiluk St, Tom Price 24/05/2022 - 01/09/2022	156.54	
2004420556	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 126 Cedar St, Tom Price 26/05/2022 - 01/09/2022	9.39	
2004423873	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for 144 Cedar St, Tom Price 26/05/2022 - 02/09/2022	70.66	
2004361040	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for Lot 280 Ashburton Ave, Paraburdoo 24/05/2022 - 22/08/2022	149.15	
2004362196	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for Lot 571 Brockman Ave, Paraburdoo 24/05/2022 - 22/08/2022	176.27	
2004365124	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for Lot 172 Hardy Ave, Paraburdoo 25/05/2022 - 22/08/2022	102.21	
2004365362	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for Lot 586 King Ave, Paraburdoo 24/05/2022 - 22/08/2022	87.61	

Reference Number	Date	Name	Description	Invoice Amount	
2004365744	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for Lot 516 Lockyer Ave, Paraburdoo 24/05/2022 - 22/08/2022	183.36	
2004367666	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for Lot 294 Samson Ave, Paraburdoo 24/05/2022 - 22/08/2022	265.26	
2004368151	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for Lot 56 Whaleback Ave, Paraburdoo 25/05/2022 - 22/08/2022	39.63	
2004369324	08/09/2022	RIO TINTO - PILBARA IRON	Water consumption for Lot 90 Pilbara Ave, Paraburdoo 25/05/2022 - 22/08/2022	81.35	
		RIO TINTO - PILBARA IRON Total		15635.01	\$15,635.01
EFT62603	21/09/2022	ROYAL LIFE SAVING SOCIETY WA	Payment		\$5,249.75
145526	15/09/2022	ROYAL LIFE SAVING SOCIETY WA	Provide Pool Lifeguard Requalification for 11 Participants 28/08/2022	1719.00	
145541	16/09/2022	ROYAL LIFE SAVING SOCIETY WA	Provide Pool Lifeguard 2 Day Course for 9 participants 28/08/2022	3530.75	
		ROYAL LIFE SAVING SOCIETY WA Total		5249.75	\$5,249.75
EFT62604	21/09/2022	SHIRE OF AUGUSTA MARGARET RIVER	Payment		\$700.02
73985	01/09/2022	SHIRE OF AUGUSTA MARGARET RIVER	Reimbursement for LSL Liability	700.02	
		SHIRE OF AUGUSTA MARGARET RIVER Total		700.02	\$700.02
EFT62605	21/09/2022	SODEXO - RENTAL PAYMENTS	Payment		\$910.00
PM01-037968	26/05/2022	SODEXO - RENTAL PAYMENTS	Rent for 2/04 Canberra Dve, Tom Price 08/06/2022 - 07/07/2022	910.00	
		SODEXO - RENTAL PAYMENTS Total		910.00	\$910.00
EFT62606	21/09/2022	ST JOHN AMBULANCE WA	Payment		\$623.00
FAINV01015221	14/09/2022	ST JOHN AMBULANCE WA	Provide event standby for Tom Price Welcome to Town event 11/09/2022	425.00	
FAINV01016608	19/09/2022	ST JOHN AMBULANCE WA	Provide venue hire for Onslow keepers July event	198.00	
		ST JOHN AMBULANCE WA Total		623.00	\$623.00
EFT62607	21/09/2022	STANDARDS AUSTRALIA	Payment		\$5,448.83
RTN800337	07/01/2022	STANDARDS AUSTRALIA	Offset invoice INV803576 PO 65480 - Royalty Fee period 27/01/2021 - 26/01/2022	-170.50	
INV805407	11/01/2022	STANDARDS AUSTRALIA	Standards Australia Copyright Licence renewal fee 27/01/2022 -15/09/2022	75.91	
INV806788	12/09/2022	STANDARDS AUSTRALIA	Standards Australia Royalty Fees year 2021-2022	5543.42	
		STANDARDS AUSTRALIA Total		5448.83	\$5,448.83
EFT62608	21/09/2022	STIHL SHOP OSBORNE PARK	Payment		\$1,297.20
73947 #3	12/09/2022	STIHL SHOP OSBORNE PARK	Supply chainsaw parts and battery for Tom Price Town Maintenance	1297.20	
		STIHL SHOP OSBORNE PARK Total		1297.20	\$1,297.20
EFT62609	21/09/2022	STRATAGREEN	Payment		\$441.54
148364	15/09/2022	STRATAGREEN	Supply Seasol Commercial Concentrate 20lt for Peter Sutherland Oval surface	441.54	
		STRATAGREEN Total		441.54	\$441.54
EFT62610	21/09/2022	T.J. DEPIAZZI & SONS	Payment		\$9,161.56
124385	13/09/2022	T.J. DEPIAZZI & SONS	Supply Lawn Mix for Tom Price ovals	9161.56	
		T.J. DEPIAZZI & SONS Total		9161.56	\$9,161.56
EFT62611	21/09/2022	TELSTRA	Payment		\$54,349.32
0460869000-	09/09/2022	TELSTRA	Monthly telephone and communication charges	54349.32	
		TELSTRA Total		54349.32	\$54,349.32
EFT62612	21/09/2022	TENDERLINK.COM	Payment		\$739.20
ASHBRT-510572	12/09/2022	TENDERLINK.COM	Public tender advertising - RFQ 20.22 Water Truck on Ashburton Downs Rd - Wet Hire	184.80	
ASHBRT-510792	13/09/2022	TENDERLINK.COM	Public tender advertising - RFT 09.22 Design and Construction of Onslow Sun Chalets Phase 2	184.80	
ASHBRT-510789	13/09/2022	TENDERLINK.COM	Public tender advertising - RFQ 17.22 Waste Management Service Delivery Review Consultancy	184.80	
ASHBRT-511219	15/09/2022	TENDERLINK.COM	Public tender advertising - RFQ 16.22 Tom Price Swimming Pool Shed	184.80	
		TENDERLINK.COM Total		739.20	\$739.20
EFT62613	21/09/2022	THE AUSTRALIAN DUSTER COMPANY	Payment		\$404.38
3267	14/09/2022	THE AUSTRALIAN DUSTER COMPANY	Supply feather displays for Onslow Gala ball decoration	404.38	
		THE AUSTRALIAN DUSTER COMPANY Total		404.38	\$404.38
EFT62614	21/09/2022	THERMAL COMFORT HOMES	Payment		\$47,013.05
INV-0651	27/07/2022	THERMAL COMFORT HOMES	Design and Construction of Ocean View Caravan Park Stage 2 transportable - return of retention	47013.05	
		THERMAL COMFORT HOMES Total		47013.05	\$47,013.05
EFT62615	21/09/2022	TOLL GLOBAL EXPRESS (2085060)	Payment		\$1,050.00
1620-3VA230	11/09/2022	TOLL GLOBAL EXPRESS (2085060)	Freight charges	271.93	
1621-3VA230	18/09/2022	TOLL GLOBAL EXPRESS (2085060)	Freight charges	778.07	
		TOLL GLOBAL EXPRESS (2085060) Total		1050.00	\$1,050.00
EFT62616	21/09/2022	TOM PRICE MEDICAL CENTRE	Payment		\$385.00
231619KSS	15/09/2022	TOM PRICE MEDICAL CENTRE	Provide pre-employment medical assessment 15/09/2022	385.00	

Reference Number	Date	Name	Description	Invoice Amount	
		TOM PRICE MEDICAL CENTRE		385.00	\$385.00
EFT62617	21/09/2022	TUTT BRYANT EQUIPMENT	Payment		\$2,021.37
008475155	16/09/2022	TUTT BRYANT EQUIPMENT	Supply dozer cutting edges for Bomag BC772RB-2	2021.37	
		TUTT BRYANT EQUIPMENT Total		2021.37	\$2,021.37
EFT62618	21/09/2022	VIZI DESIGN	Payment		\$11,440.00
INV-0227	20/09/2022	VIZI DESIGN	Onslow Main Street Revitalisation - Progress claim 1	2200.00	
INV-0228	20/09/2022	VIZI DESIGN	Provide update concept design - Onslow Sun Chalets	9240.00	
		VIZI DESIGN Total		11440.00	\$11,440.00
EFT62619	21/09/2022	WA RETICULATION SUPPLIES	Payment		\$1,718.10
M8038	12/09/2022	WA RETICULATION SUPPLIES	Supply sprinkler systems for Tom Price Town Maintenance	859.05	
M8285	20/09/2022	WA RETICULATION SUPPLIES	Supply reticulation parts for 279 Carob Street Tom Price	859.05	
		WA RETICULATION SUPPLIES Total		1718.10	\$1,718.10
EFT62620	21/09/2022	WALGA	Payment		\$6,121.50
SI-001677	15/09/2022	WALGA	Provide Shire wide virtual training - Procurement & Contract Essentials 06/09/2022	4400.00	
SI-001600	15/09/2022	WALGA	Provide training for Councillor - Emergency Management for Local Government 29/09/2022	759.00	
SI-001601	15/09/2022	WALGA	Provide training for Councillor - Emergency Management for LG Leaders 06/10/2022	324.50	
SI-001604	15/09/2022	WALGA	Provide training for employee #1954 Planning Practices - Advanced 09/09/2022	638.00	
		WALGA Total		6121.50	\$6,121.50
EFT62621	21/09/2022	WESTRAC PTY LTD	Payment		\$1,206.28
PI7414148	14/09/2022	WESTRAC PTY LTD	Supply RH side door glass, rear glass and hinges for Twitchin Road plant	1206.28	
		WESTRAC PTY LTD Total		1206.28	\$1,206.28
EFT62622	21/09/2022	WINC AUSTRALIA PTY LIMITED	Payment		\$3,750.14
9040004738	09/08/2022	WINC AUSTRALIA PTY LIMITED	Supply printing and stationery items for Tom Price Library	335.28	
9040027921	11/08/2022	WINC AUSTRALIA PTY LIMITED	Supply stationery items for Tom Price Library	17.00	
9040024449	11/08/2022	WINC AUSTRALIA PTY LIMITED	Supply 2x office chairs for Tom Price Swimming Pool	341.00	
9040025585	11/08/2022	WINC AUSTRALIA PTY LIMITED	Supply stationery items for Tom Price Administration office and Tom Price Swimming Pool	269.24	
9040027501	11/08/2022	WINC AUSTRALIA PTY LIMITED	Supply stationery items for Tom Price Administration Office	85.79	
9040036473	12/08/2022	WINC AUSTRALIA PTY LIMITED	Supply stationery for Paraburdoo Library	151.35	
9040092197	18/08/2022	WINC AUSTRALIA PTY LIMITED	Supply stationery for Pannawonica Library	27.64	
9040092103	18/08/2022	WINC AUSTRALIA PTY LIMITED	Supply refreshments for Pannawonica Library	78.62	
9040101555	19/08/2022	WINC AUSTRALIA PTY LIMITED	Supply refreshments for Pannawonica Library	17.52	
9040145834	24/08/2022	WINC AUSTRALIA PTY LIMITED	Supply draft chair for Tom Price Visitor Centre	436.70	
9040157252	25/08/2022	WINC AUSTRALIA PTY LIMITED	Supply stationery for Pannawonica Library	92.84	
9040153243	25/08/2022	WINC AUSTRALIA PTY LIMITED	Supply refreshments for Pannawonica Library	25.50	
9040212230	31/08/2022	WINC AUSTRALIA PTY LIMITED	Supply office chair for Onslow Administration Office	795.30	
9040212670	31/08/2022	WINC AUSTRALIA PTY LIMITED	Supply 70x vehicle FBT log books	190.94	
9040220124	01/09/2022	WINC AUSTRALIA PTY LIMITED	Supply 4x vehicle log books for Shire Fleet	11.57	
9040223358	01/09/2022	WINC AUSTRALIA PTY LIMITED	Supply stationery for Paraburdoo Facilities office	114.04	
9040230031	02/09/2022	WINC AUSTRALIA PTY LIMITED	Supply stationery for Tom Price Administration Office	24.20	
9040262001	06/09/2022	WINC AUSTRALIA PTY LIMITED	Supply stationery items for Tom Price Library	146.94	
9040283954	08/09/2022	WINC AUSTRALIA PTY LIMITED	Supply stationery items for Paraburdoo Facilities Office	485.54	
9040333395	14/09/2022	WINC AUSTRALIA PTY LIMITED	Supply stationery items for Tom Price Administration Office	103.13	
		WINC AUSTRALIA PTY LIMITED Total		3750.14	\$3,750.14
EFT62623	21/09/2022	WREN OIL	Payment		\$16.50
137477	14/09/2022	WREN OIL	Collection of waste oils from the Onslow transfer station 07/09/2022	16.50	
		WREN OIL Total		16.50	\$16.50
EFT62624	29/09/2022	3E ADVANTAGE PTY LTD	Payment		\$7,356.33
INV-73563-B2M3Q3	27/09/2022	3E ADVANTAGE PTY LTD	A3 printer lease and maintenance costs September 2022	7356.33	
		3E ADVANTAGE PTY LTD Total		7356.33	\$7,356.33
EFT62625	29/09/2022	ABCO PRODUCTS	Payment		\$5,782.82
INV815537	03/08/2022	ABCO PRODUCTS	Supply cleaning products for Tom Price facilities	2460.83	
INV824510	13/09/2022	ABCO PRODUCTS	Supply cleaning chemicals for Onslow Facilities	3247.40	
INV824909	15/09/2022	ABCO PRODUCTS	Supply cleaning products for Paraburdoo facilities	74.59	
		ABCO PRODUCTS Total		5782.82	\$5,782.82

Reference Number	Date	Name	Description	Invoice Amount	
EFT62626	29/09/2022	ALL CLASS CARAVAN HIRE	Payment		\$13,392.50
00000010	16/09/2022	ALL CLASS CARAVAN HIRE	Provide hire of caravan for Ashburton Roads work camp 07/10/2022 - 15/12/2022	13392.50	
		ALL CLASS CARAVAN HIRE Total		13392.50	\$13,392.50
EFT62627	29/09/2022	ALL INTERACTIVE DISTRIBUTION	Payment		\$199.07
168370	19/09/2022	ALL INTERACTIVE DISTRIBUTION	Supply DVDs for Tom Price and Pannawonica Libraries	199.07	
		ALL INTERACTIVE DISTRIBUTION Total		199.07	\$199.07
EFT62628	29/09/2022	AMEK ENGINEERING PTY LTD	Payment		\$8,265.95
71173	23/09/2022	AMEK ENGINEERING PTY LTD	Electrical Equipment Testing and Tagging - Tom Price Works Depot	2608.65	
71178	23/09/2022	AMEK ENGINEERING PTY LTD	Electrical Equipment Testing and Tagging - Tom Price Administration Office	4740.45	
71180	23/09/2022	AMEK ENGINEERING PTY LTD	Electrical Equipment Testing and Tagging - Minna Oval Kiosk	220.00	
71181	23/09/2022	AMEK ENGINEERING PTY LTD	Electrical Equipment Testing and Tagging - Tom Price Civic Centre	220.00	
71186	23/09/2022	AMEK ENGINEERING PTY LTD	Electrical Equipment Testing and Tagging - Clem Thompson Sports Pavilion	476.85	
		AMEK ENGINEERING PTY LTD Total		8265.95	\$8,265.95
EFT62629	29/09/2022	ASHBURTON ABORIGINAL CORP	Payment		\$11,884.00
00004829	16/09/2022	ASHBURTON ABORIGINAL CORP	Provide accommodation at Peedamulla Station for Onslow Peedamulla road works crew	11884.00	
		ASHBURTON ABORIGINAL CORP Total		11884.00	\$11,884.00
EFT62630	29/09/2022	AUSTRALIAN FISHING NETWORK	Payment		\$587.16
666802	06/09/2022	AUSTRALIAN FISHING NETWORK	Supply fishing related merchandise for sale in Tom Price Visitor Centre	587.16	
		AUSTRALIAN FISHING NETWORK Total		587.16	\$587.16
EFT62631	29/09/2022	AIM WA	Payment		\$2,519.00
7142702	21/09/2022	AIM WA	Provide Shire-wide training - Managing Remote Teams 12/09/2022	2519.00	
		AIM WA Total		2519.00	\$2,519.00
EFT62632	29/09/2022	AUTOPRO TOM PRICE	Payment		\$468.00
00000029	02/09/2022	AUTOPRO TOM PRICE	Supply bracket for Toyota Hilux 4x4	65.00	
00000047	02/09/2022	AUTOPRO TOM PRICE	Supply cabin filter for Toyota Hilux 4x4	35.00	
00000190	08/09/2022	AUTOPRO TOM PRICE	Supply consumables for Tom Price Works Depot	223.00	
00000361	15/09/2022	AUTOPRO TOM PRICE	Supply wraparound bracket for Toyota Hilux 4x4	130.00	
00000535	21/09/2022	AUTOPRO TOM PRICE	Supply Narva twin mini blade for Toyota Hilux 4x4 D/C A/T	15.00	
		AUTOPRO TOM PRICE Total		468.00	\$468.00
EFT62633	29/09/2022	BCA CONSULTANTS (WA) PTY LTD	Payment		\$2,376.00
00035901	27/09/2022	BCA CONSULTANTS (WA) PTY LTD	Building Certification Services for Tom Price Child Care Services - August and September 2022	1584.00	
00035902	27/09/2022	BCA CONSULTANTS (WA) PTY LTD	Building Certification services for Tom Price Combined Emergency Services building	792.00	
		BCA CONSULTANTS (WA) PTY LTD Total		2376.00	\$2,376.00
EFT62634	29/09/2022	BENNCO GROUP	Payment		\$1,032.35
INV-6870	22/09/2022	BENNCO GROUP	Relocate isolator switches for fridges at Clem Thompson Pavilion	1032.35	
		BENNCO GROUP Total		1032.35	\$1,032.35
EFT62635	29/09/2022	BLACKWOODS PTY LTD	Payment		\$1,863.97
ON9862EY	31/08/2022	BLACKWOODS PTY LTD	Supply light duty trolley for Onslow Water Sprav Park	98.41	
PE9863EY	01/09/2022	BLACKWOODS PTY LTD	Supply 2x bund drum for Onslow Water Sprav Park	609.60	
GS7000EY	09/09/2022	BLACKWOODS PTY LTD	Supply work shirts for Town Maintenance staff	179.50	
PE4171FB	09/09/2022	BLACKWOODS PTY LTD	Supply gloves, air-fresheners and cooling towels for Tom Price Fleet and Waste staff	233.36	
ON6925FD	16/09/2022	BLACKWOODS PTY LTD	Supply Squincher packs for Facilities staff	309.65	
ON3320FF	23/09/2022	BLACKWOODS PTY LTD	Supply plywood marine for Town Maintenance 2022 Hino 721 AT 4400 Wide Crew	343.99	
ON1859FF	23/09/2022	BLACKWOODS PTY LTD	Supply 46x hessian sandbags for Ashburton Downs roadworks	89.46	
		BLACKWOODS PTY LTD Total		1863.97	\$1,863.97
EFT62636	29/09/2022	BOC GASES	Payment		\$882.86
4032198516	26/09/2022	BOC GASES	Supply of 3 x 45kg handigas bottles to Onslow Sun Chalets	529.72	
4032198524	26/09/2022	BOC GASES	Supply of 2x 45kg handigas bottles to Ocean View Caravan Park	353.14	
		BOC GASES Total		882.86	\$882.86
EFT62637	29/09/2022	BODY EQUIP PHYSIOTHERAPY	Payment		\$242.00
0003153	07/09/2022	BODY EQUIP PHYSIOTHERAPY	Provide musculoskeletal assessment for new employee 07/09/2022	242.00	
		BODY EQUIP PHYSIOTHERAPY Total		242.00	\$242.00
EFT62638	29/09/2022	BS BUILDING MAINTENANCE	Payment		\$1,188.00
1333	24/09/2022	BS BUILDING MAINTENANCE	Reglaze glass sliding door 20 Lilac Street Tom Price	1188.00	

Reference Number	Date	Name	Description	Invoice Amount	
		BS BUILDING MAINTENANCE Total		1188.00	\$1,188.00
EFT62639	29/09/2022	BUCHER MUNICIPAL	Payment		\$3,055.24
1044387	20/09/2022	BUCHER MUNICIPAL	Supply hosing and rubber curtain kit for Hino Road Sweeper (1GBG556)	3055.24	
		BUCHER MUNICIPAL Total		3055.24	\$3,055.24
EFT62640	29/09/2022	BYBLOS CONSTRUCTIONS-TOM PRICE	Payment		\$10,872.18
1033	31/07/2022	BYBLOS CONSTRUCTIONS-TOM PRICE	Provide CCTV inspection of Sewer Drain Peter Sutherland Oval Public Toilets	1518.00	
1147	29/08/2022	BYBLOS CONSTRUCTIONS-TOM PRICE	Provide plumbing repairs to ablutions Doug Talbot Park Tom Price	2935.90	
1258	31/08/2022	BYBLOS CONSTRUCTIONS-TOM PRICE	Provide drain clearing services Peter Sutherland Oval toilets Paraburdoo	968.00	
1373	06/09/2022	BYBLOS CONSTRUCTIONS-TOM PRICE	Provide plumbing repairs to leaking toilet Paraburdoo Library	1067.00	
1509	21/09/2022	BYBLOS CONSTRUCTIONS-TOM PRICE	Investigate issue with faulty oven 39 Joffre Ave Paraburdoo	462.00	
1505	21/09/2022	BYBLOS CONSTRUCTIONS-TOM PRICE	Provide repairs to faulty circuit breaker 811 Ashburton Ave Paraburdoo	1386.00	
1508	21/09/2022	BYBLOS CONSTRUCTIONS-TOM PRICE	Investigate excess power usage 825 Warara Street Tom Price	385.00	
1478	21/09/2022	BYBLOS CONSTRUCTIONS-TOM PRICE	Provide drain clearing services Tom Price Visitor Centre toilets	843.70	
1521	28/09/2022	BYBLOS CONSTRUCTIONS-TOM PRICE	Provide plumbing repairs Tom Price Visitor Centre basin	734.58	
1520	28/09/2022	BYBLOS CONSTRUCTIONS-TOM PRICE	Investigate faulty automatic door Clem Thompson Pavilion	572.00	
		BYBLOS CONSTRUCTIONS-TOM PRICE Total		10872.18	\$10,872.18
EFT62641	29/09/2022	C MUNRO CONTRACTORS	Payment		\$3,082.15
129124	13/12/2021	C MUNRO CONTRACTORS	Provide repairs to shower cubicle door Onslow MPC	312.75	
133256	06/09/2022	C MUNRO CONTRACTORS	Supply and install 2x Carbine Digital Lock Sets Onslow Airport	1349.30	
133473	14/09/2022	C MUNRO CONTRACTORS	Supply 4 Metre Length 32mm PVC Pipe	52.80	
133455	14/09/2022	C MUNRO CONTRACTORS	Provide install of water softener at Onslow Airport and remove old	1367.30	
		C MUNRO CONTRACTORS Total		3082.15	\$3,082.15
EFT62642	29/09/2022	CABCHARGE PAYMENTS PTY LTD	Payment		\$260.74
25069995P2209	05/09/2022	CABCHARGE PAYMENTS PTY LTD	Cabcharges for period 08/08/2022 - 04/09/2022	260.74	
		CABCHARGE PAYMENTS PTY LTD Total		260.74	\$260.74
EFT62643	29/09/2022	CCR HOSE & FITTINGS	Payment		\$75.50
200641	19/09/2022	CCR HOSE & FITTINGS	Supply and manufacture coolant hose for Bomag BC572RB-2 Landfill Compactor	75.50	
		CCR HOSE & FITTINGS Total		75.50	\$75.50
EFT62644	29/09/2022	CENTURION TRANSPORT CO PTY LTD	Payment		\$659.93
SI0475823	11/09/2022	CENTURION TRANSPORT CO PTY LTD	Freight charges Perth - Paraburdoo	659.93	
		CENTURION TRANSPORT CO PTY LTD Total		659.93	\$659.93
EFT62645	29/09/2022	CHILD SUPPORT AGENCY	Payment		\$1,060.85
DEDUCTION	25/09/2022	CHILD SUPPORT AGENCY	Payroll deductions	1060.85	
		CHILD SUPPORT AGENCY Total		1060.85	\$1,060.85
EFT62646	29/09/2022	CITY OF SOUTH PERTH	Payment		\$13,698.77
196417	21/09/2022	CITY OF SOUTH PERTH	Long service leave payment for previous employee	13698.77	
		CITY OF SOUTH PERTH Total		13698.77	\$13,698.77
EFT62647	29/09/2022	COATES HIRE - ONSLOW	Payment		\$3,317.56
21751628	22/09/2022	COATES HIRE - ONSLOW	Provide hire of roller padfoot for Pilbara Regional Waste Facility works	2023.96	
21754971	25/09/2022	COATES HIRE - ONSLOW	Excess hours charge genset hire for Twitchin Road Works	1293.60	
		COATES HIRE - ONSLOW Total		3317.56	\$3,317.56
EFT62648	29/09/2022	COATES HIRE OPERATIONS	Payment		\$2,288.00
21546986	02/07/2022	COATES HIRE OPERATIONS	Transport charges and demurrage fee in regard to hire of smooth roller (INV052028)	2288.00	
		COATES HIRE OPERATIONS Total		2288.00	\$2,288.00
EFT62649	29/09/2022	CORPORATE TRAVEL MANAGEMENT	Payment		\$6,100.81
I.0015447846	05/09/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11401700 Flights (Para-Perth-Para) for Employee #1954 08/09/2022 - 11/09/2022	1587.74	
I.0015509324	14/09/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11445858 Flights (Para-Perth-Para) for Councillor 11/10/2022 - 15/10/2022	761.66	
I.0015509612	14/09/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11446056 Flights (Para-Perth-Para) for Employee #1808 11/10/2022 - 15/10/2022	761.66	
I.0015547982	21/09/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11470834 Flights (Para-Perth-Para) for Employee #1873 20/10/2022 - 23/10/2022	776.51	
I.0015557327	23/09/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11480472 Flights (Perth-Ons/Kta-Perth) for Contractor 20/10/2022 - 21/10/2022	704.15	
I.0015558205	23/09/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11481181 Flights (Perth-Ons/Kta-Perth) for Contractor 20/10/2022 - 21/10/2022	704.15	
I.0015565832	26/09/2022	CORPORATE TRAVEL MANAGEMENT	Booking #B11481406 Flights (Para-Perth-Para) for Employee #1896 20/10/2022 - 23/10/2022	804.94	
		CORPORATE TRAVEL MANAGEMENT Total		6100.81	\$6,100.81
EFT62650	29/09/2022	EMIRGE PTY LTD	Payment		\$141,733.57

Reference Number	Date	Name	Description	Invoice Amount	
V00000856	28/08/2022	EMIRGE PTY LTD	4 Mile Decking Replacement, Design & Construction - RFQ 20.21	141733.57	
		EMIRGE PTY LTD Total		141733.57	\$141,733.57
EFT62651	29/09/2022	FIRST NATIONAL REAL ESTATE	Payment		\$6,083.33
017714	16/09/2022	FIRST NATIONAL REAL ESTATE	Rent for 5/327 Warara St, Tom Price 01/10/2022 - 31/10/2022	6083.33	
		FIRST NATIONAL REAL ESTATE Total		6083.33	\$6,083.33
EFT62652	29/09/2022	FLXIWEAR PTY LTD (HEADSOX)	Payment		\$1,982.20
SI-00011348	26/08/2022	FLXIWEAR PTY LTD (HEADSOX)	Supply Headsox merchandise for sale in Tom Price Visitors Centre	1982.20	
		FLXIWEAR PTY LTD (HEADSOX) Total		1982.20	\$1,982.20
EFT62653	29/09/2022	FUJIFILM BUSINESS AUSTRALIA	Payment		\$133.10
Q5773685	23/09/2022	FUJIFILM BUSINESS AUSTRALIA	SES Printer Serial #761541 Lease/Rental Agreement for period 22/10/2022 - 21/11/2022	133.10	
		FUJIFILM BUSINESS AUSTRALIA Total		133.10	\$133.10
EFT62654	29/09/2022	HOLLY LOZYK	Payment		\$500.00
DONATION20220923	23/09/2022	HOLLY LOZYK	Small assistance donation to Onslow Tennis Group for Hot Shots Junior Matchplay League	500.00	
		HOLLY LOZYK Total		500.00	\$500.00
EFT62655	29/09/2022	HORIZON POWER	Payment		\$96.75
518873-2101443692	23/09/2022	HORIZON POWER	Electricity consumption for 10/09 First Ave, Onslow 08/09/2022 - 21/09/2022	65.59	
551205-2101446992	28/09/2022	HORIZON POWER	Electricity consumption for 2/05 Anketell Crt, Onslow 08/09/2022 - 27/09/2022	31.16	
		HORIZON POWER Total		96.75	\$96.75
EFT62656	29/09/2022	INDEPENDENT FUEL SOLUTIONS	Payment		\$33,354.21
INV-11348	14/09/2022	INDEPENDENT FUEL SOLUTIONS	Supply 6,000x litres diesel fuel for Onslow Waste bulk fuel tank	12290.18	
INV-11444	22/09/2022	INDEPENDENT FUEL SOLUTIONS	Supply 9,670x litres diesel fuel for Ashburton Downs road works bulk fuel tank	20406.38	
INV-11450	28/09/2022	INDEPENDENT FUEL SOLUTIONS	Hire bulk diesel fuel tank Tom Price 01-31/10/2022	657.65	
		INDEPENDENT FUEL SOLUTIONS Total		33354.21	\$33,354.21
EFT62657	29/09/2022	JAMES BENNETT PTY LTD	Payment		\$541.63
4779019	13/09/2022	JAMES BENNETT PTY LTD	Supply new books for Paraburdoo Library - August 2022	116.82	
4779023	13/09/2022	JAMES BENNETT PTY LTD	Supply new books for Paraburdoo Library - August 2022	53.90	
4779020	13/09/2022	JAMES BENNETT PTY LTD	Supply new books for Onslow Library - August 2022	114.78	
4779024	13/09/2022	JAMES BENNETT PTY LTD	Supply new books for Onslow Library - August 2022	84.69	
4779021	13/09/2022	JAMES BENNETT PTY LTD	Supply new books for Tom Price Library - August 2022	52.48	
4779022	13/09/2022	JAMES BENNETT PTY LTD	Supply new books for Pannawonica Library - August 2022	36.39	
4779025	13/09/2022	JAMES BENNETT PTY LTD	Supply new books for Pannawonica Library - August 2022	82.57	
		JAMES BENNETT PTY LTD Total		541.63	\$541.63
EFT62658	29/09/2022	JAPANESE TRUCK & BUS SPARES	Payment		\$1,446.45
459772	27/09/2022	JAPANESE TRUCK & BUS SPARES	Supply service kits for Hino crew cabs	645.70	
459827	27/09/2022	JAPANESE TRUCK & BUS SPARES	Supply service kits for Isuzu Tippers	800.75	
		JAPANESE TRUCK & BUS SPARES Total		1446.45	\$1,446.45
EFT62659	29/09/2022	JASON SIGNMAKERS	Payment		\$6,260.06
231760	23/09/2022	JASON SIGNMAKERS	Supply Beach Emergency Number signs for Onslow	6260.06	
		JASON SIGNMAKERS Total		6260.06	\$6,260.06
EFT62660	29/09/2022	KARRATHA BUILDING	Payment		\$6,159.29
T2	27/09/2022	KARRATHA BUILDING	Refund of BA20220127 due to proposed works being exempt	1846.44	
REFUND20220927	27/09/2022	KARRATHA BUILDING	Refund of BA20220127 due to proposed works being exempt	4312.85	
		KARRATHA BUILDING Total		6159.29	\$6,159.29
EFT62661	29/09/2022	KENNARDS HIRE	Payment		\$305.80
24217332	27/09/2022	KENNARDS HIRE	Hire of camp shower and heater for Ashburton Roads work camp 12-26/09/2022	305.80	
		KENNARDS HIRE Total		305.80	\$305.80
EFT62662	29/09/2022	KEYS BROS REMOVALS & STORAGE	Payment		\$9,432.00
752332	25/09/2022	KEYS BROS REMOVALS & STORAGE	Relocation costs for employee #2006	9432.00	
		KEYS BROS REMOVALS & STORAGE Total		9432.00	\$9,432.00
EFT62663	29/09/2022	KHB MOBILE MECHANICAL PTY LTD	Payment		\$2,670.32
00026143	19/09/2022	KHB MOBILE MECHANICAL PTY LTD	Supply workshop consumables for Tom Price Works Depot	2102.17	
00026151	20/09/2022	KHB MOBILE MECHANICAL PTY LTD	Provide repairs to brake booster for Howard Porter 25 Tonne Float (1TGW196)	568.15	
		KHB MOBILE MECHANICAL PTY LTD Total		2670.32	\$2,670.32
EFT62664	29/09/2022	KOMATSU AUSTRALIA PTY LTD	Payment		\$5,267.23

Reference Number	Date	Name	Description	Invoice Amount	
002922441	17/09/2022	KOMATSU AUSTRALIA PTY LTD	Supply emergency steering motor for Komatsu WA380-6 Wheel Loader	5267.23	
		KOMATSU AUSTRALIA PTY LTD Total		5267.23	\$5,267.23
EFT62665	29/09/2022	MARK ONE VISUAL PROMOTIONS	Payment		\$44,000.00
02200091	28/09/2022	MARK ONE VISUAL PROMOTIONS	Supply Christmas decorations for Christmas Activation trail 2022	44000.00	
		MARK ONE VISUAL PROMOTIONS Total		44000.00	\$44,000.00
EFT62666	29/09/2022	MICMAHON BURNETT TRANSPORT	Payment		\$484.31
00030446	15/09/2022	MICMAHON BURNETT TRANSPORT	Freight charges Perth - Onslow	484.31	
		MICMAHON BURNETT TRANSPORT Total		484.31	\$484.31
EFT62667	29/09/2022	MIB TRAFFIC	Payment		\$48,400.00
00006387	21/09/2022	MIB TRAFFIC	Supply, install and maintain remote road condition sign Millstream-Roebourne Road intersection	48400.00	
		MIB TRAFFIC Total		48400.00	\$48,400.00
EFT62668	29/09/2022	MKII CONSULTING PTY LTD	Payment		\$378.20
REFUND20220921	21/09/2022	MKII CONSULTING PTY LTD	Refund of rates payment made in error to Shire of Ashburton	378.20	
		MKII CONSULTING PTY LTD Total		378.20	\$378.20
EFT62669	29/09/2022	NAPA (GPC ASIA PACIFIC T/AS)	Payment		\$2,248.32
5470074252	12/09/2022	NAPA (GPC ASIA PACIFIC T/AS)	Supply Milwaukee grease coupler for John Deere 672GP Motor Grader (AS8499)	242.55	
5470075578	21/09/2022	NAPA (GPC ASIA PACIFIC T/AS)	Supply grease cartridges and workshop consumables for Tom Price Works Depot	1256.01	
5470076153	27/09/2022	NAPA (GPC ASIA PACIFIC T/AS)	Supply facia kit for Hino 500 Series 4.0 M Dump Truck (AS684)	76.01	
5470076154	27/09/2022	NAPA (GPC ASIA PACIFIC T/AS)	Supply CD receivers and voltage reducers for Tom Price plant	673.75	
		NAPA (GPC ASIA PACIFIC T/AS) Total		2248.32	\$2,248.32
EFT62670	29/09/2022	P SHADLER CONTRACTING PTY LTD	Payment		\$12,672.00
363	20/09/2022	P SHADLER CONTRACTING PTY LTD	Provide labour hire for Regional Waste Facility Construction 10-16/09/2022	7392.00	
364	20/09/2022	P SHADLER CONTRACTING PTY LTD	Provide labour hire for Old Onslow Road works 05-09/09/2022	5280.00	
		P SHADLER CONTRACTING PTY LTD Total		12672.00	\$12,672.00
EFT62671	29/09/2022	PARABURDOO MEDICAL CENTRE	Payment		\$130.00
83858KK	20/09/2022	PARABURDOO MEDICAL CENTRE	Provide fitness for work medical for employee #1640 20/09/2022	130.00	
		PARABURDOO MEDICAL CENTRE Total		130.00	\$130.00
EFT62672	29/09/2022	PFD FOOD SERVICES PTY LTD	Payment		\$1,184.05
LD996822	13/09/2022	PFD FOOD SERVICES PTY LTD	Supply food items for sale at Onslow Airport Kiosk	1123.40	
LD996823	13/09/2022	PFD FOOD SERVICES PTY LTD	Supply food items for sale at Onslow Airport kiosk	60.65	
		PFD FOOD SERVICES PTY LTD Total		1184.05	\$1,184.05
EFT62673	29/09/2022	PILBARA FOOD SERVICES	Payment		\$387.20
SI134613	30/08/2022	PILBARA FOOD SERVICES	Supply chicken food for sentinel chicken program	125.40	
SI135341	19/09/2022	PILBARA FOOD SERVICES	Supply poultry mix for sentinel chicken program	149.60	
SI135259	21/09/2022	PILBARA FOOD SERVICES	Supply chicken food for sentinel chicken program	112.20	
		PILBARA FOOD SERVICES Total		387.20	\$387.20
EFT62674	29/09/2022	POWERVAC PTY LTD	Payment		\$348.20
552096	19/09/2022	POWERVAC PTY LTD	Supply PowerVac brushes for Ocean View Caravan Park	348.20	
		POWERVAC PTY LTD Total		348.20	\$348.20
EFT62675	29/09/2022	PVA (WA)	Payment		\$1,375.00
98655	28/09/2022	PVA (WA)	Provide desktop market rental assessment for portion of Lot 347 East Road, Tom Price	1375.00	
		PVA (WA) Total		1375.00	\$1,375.00
EFT62676	29/09/2022	RACHEL GREEN ENTERPRISES	Payment		\$730.00
RGE-0088	28/09/2022	RACHEL GREEN ENTERPRISES	Provide recruitment assessment services	730.00	
		RACHEL GREEN ENTERPRISES Total		730.00	\$730.00
EFT62677	29/09/2022	RAY WHITE EXMOUTH	Payment		\$3,968.46
005714-11BMCGRATH	24/09/2022	RAY WHITE EXMOUTH	Rent for 11B McGrath Ave, Onslow 16/10/2022 - 26/10/2022	864.29	
005723-42THIRD	25/09/2022	RAY WHITE EXMOUTH	Rent for 42 Third Ave, Onslow 17/10/2022 - 16/11/2022	2389.88	
005743-420SECOND	27/09/2022	RAY WHITE EXMOUTH	Rent for 4/20 Second Ave, Onslow 17/10/2022 - 26/10/2022	714.29	
		RAY WHITE EXMOUTH Total		3968.46	\$3,968.46
EFT62678	29/09/2022	RED DIRT PLUMBING AND GAS	Payment		\$1,331.00
INV-1086 PO:74154	05/09/2022	RED DIRT PLUMBING AND GAS	Provide plumbing repairs Tom Price Shire Administration Office	803.00	
INV-1088 PO74553	23/09/2022	RED DIRT PLUMBING AND GAS	Provide plumbing repairs 39 Joffre Ave Paraburadoo	528.00	
		RED DIRT PLUMBING AND GAS Total		1331.00	\$1,331.00

Reference Number	Date	Name	Description	Invoice Amount	
EFT62679	29/09/2022	RIO TINTO - PILBARA IRON	Pavment		\$28,266.59
1004409437	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 1104A Jabbarup Pl, Tom Price 25/05/2022 - 31/08/2022	226.03	
1004413553	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 2/04 Canberra Dve, Tom Price 25/05/2022 - 31/08/2022	574.46	
1004413629	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 3/19 Allambi Wav, Tom Price 26/05/2022 - 31/08/2022	99.91	
1004414007	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 3/02 Canberra Dve, Tom Price 25/05/2022 - 31/08/2022	153.98	
1004416846	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 1217 Wilgerup Pl, Tom Price 27/05/2022 - 01/09/2022	102.51	
1004419915	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 787 Larnook St, Tom Price 24/05/2022 - 01/09/2022	403.02	
1004420467	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 726 Yiluk St, Tom Price 24/05/2022 - 01/09/2022	740.21	
1004420541	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 126 Cedar St, Tom Price 26/05/2022 - 01/09/2022	961.51	
1004409486	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 816 Kulai St, Tom Price 24/05/2022 - 31/08/2022	575.49	
1004412233	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 797 Kulai St, Tom Price 24/05/2022 - 31/08/2022	198.52	
1004412449	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 4/04 Canberra Dve, Tom Price 25/05/2022 - 31/08/2022	143.61	
1004412555	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 4/06 Canberra Dve, Tom Price 25/05/2022 - 31/08/2022	131.78	
1004412894	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 2/02 Canberra Dve, Tom Price 25/05/2022 - 31/08/2022	338.43	
1004413280	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 825 Warara St, Tom Price 12/06/2022 - 31/08/2022	350.14	
1004413363	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 3/10 Canberra Dve, Tom Price 25/05/2022 - 31/08/2022	231.51	
1004413371	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 825B Warara St, Tom Price 12/06/2022 - 31/08/2022	258.78	
1004423529	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 159 Cassia St, Tom Price 27/05/2022 - 02/09/2022	421.42	
1004427298	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 773 Larnook St, Tom Price 19/06/2022 - 01/09/2022	231.56	
1004427702	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 710 Yiluk St, Tom Price 25/06/2022 - 01/09/2022	311.27	
1004428106	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 2/23 Allambi Wav, Tom Price 26/05/2022 - 01/09/2022	482.24	
1004431092	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 144 Cedar St, Tom Price 27/05/2022 - 02/09/2022	1895.86	
1004423735	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 178 Cassia St, Tom Price 27/05/2022 - 02/09/2022	653.72	
1004424535	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 17 Lilac St, Tom Price 27/05/2022 - 02/09/2022	548.23	
1004424584	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 20 Lilac St, Tom Price 27/05/2022 - 02/09/2022	233.52	
1004424618	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 22 Lilac St, Tom Price 27/05/2022 - 02/09/2022	401.25	
1004424691	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 27 Lilac St, Tom Price 27/05/2022 - 02/09/2022	336.99	
1004425102	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 98 Oleander St, Tom Price 27/05/2022 - 02/09/2022	595.50	
1004425177	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 61 Pine St, Tom Price 26/05/2022 - 02/09/2022	114.65	
1004425250	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 498 Sirius St, Tom Price 26/05/2022 - 02/09/2022	529.66	
1004396866	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 279 Carob St, Tom Price 23/05/2022 - 29/08/2022	114.20	
1004396923	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 4 Weelamurra Ct, Tom Price 27/05/2022 - 30/08/2022	188.35	
1004397020	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 17B Cogelup Wav, Tom Price 25/05/2022 - 30/08/2022	102.51	
1004389365	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 283 Carob St, Tom Price 23/05/2022 - 29/08/2022	327.76	
1004389613	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 423 Hibiscus St, Tom Price 24/05/2022 - 29/08/2022	211.44	
1004392260	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 21B Cogelup Wav, Tom Price 25/05/2022 - 30/08/2022	502.82	
1004392369	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 397 Acalypha St, Tom Price 24/05/2022 - 30/08/2022	673.89	
1004392443	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 1004 Marradong Pl, Tom Price 25/05/2022 - 30/08/2022	508.87	
1004393177	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 27 East Rd, Tom Price 23/05/2022 - 30/08/2022	585.28	
1004395818	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 215A Grevillea St, Tom Price 26/05/2022 - 30/08/2022	310.71	
1004395917	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 9 Weelamurra Ct, Tom Price 27/05/2022 - 30/08/2022	177.68	
1004400949	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 653 Kiah St, Tom Price 23/05/2022 - 30/08/2022	212.36	
1004401764	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 1166 Tarwonga Cct, Tom Price 25/05/2022 - 31/08/2022	471.28	
1004403182	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 1143 Yanagin Pl, Tom Price 25/05/2022 - 31/08/2022	445.92	
1004404016	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 1104B Jabbarup Pl, Tom Price 25/05/2022 - 31/08/2022	115.36	
1004404404	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 604 Boolee St, Tom Price 25/05/2022 - 31/08/2022	1136.45	
1004405864	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 1152 Tarwonga Cct, Tom Price 25/05/2022 - 31/08/2022	442.18	
1004405922	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 602 Boolee St, Tom Price 25/05/2022 - 31/08/2022	643.92	
1004406250	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 10/327 Warara St, Tom Price 24/05/2022 - 31/08/2022	271.44	
1004407332	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 1167 Tarwonga Cct, Tom Price 24/05/2022 - 31/08/2022	123.72	
1004361034	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for Lot 280 Ashburton Ave, Paraburdoo 24/05/2022 - 22/08/2022	659.31	
1004371389	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for Lot 656 Brockman Ave, Paraburdoo 24/05/2022 - 22/08/2022	397.91	
1004371686	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for Lot 586 King Ave, Paraburdoo 24/05/2022 - 22/08/2022	389.84	
1004384499	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for Lot 516 Lockyer Ave, Paraburdoo 24/05/2022 - 22/08/2022	961.92	

Reference Number	Date	Name	Description	Invoice Amount	
1004362867	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for Lot 193 Capricorn Ave, Paraburdoo 25/05/2022 - 22/08/2022	263.73	
1004365985	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for Lot 556 Margaret Ave, Paraburdoo 24/05/2022 - 22/08/2022	321.83	
1004367387	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for Lot 487 Robe Ave, Paraburdoo 24/05/2022 - 22/08/2022	291.85	
1004367650	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for Lot 294 Samson Ave, Paraburdoo 24/05/2022 - 22/08/2022	97.32	
1004369813	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for Lot 39 Joffre Ave, Paraburdoo 25/05/2022 - 22/08/2022	197.44	
1004370100	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for Lot 571 Brockman Ave, Paraburdoo 24/05/2022 - 22/08/2022	385.23	
1004370217	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for Lot 90 Pilbara Ave, Paraburdoo 25/05/2022 - 22/08/2022	789.99	
1004370720	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for Lot 172 Hardy Ave, Paraburdoo 25/05/2022 - 22/08/2022	635.80	
1004426563	12/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 215B Grevillea St, Tom price 26/05/2022 - 02/09/2022	535.43	
1004443535	15/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 398 Acalypha St, Tom Price 24/05/2022 - 01/09/2022	343.37	
1004443568	15/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 758 Mungarra St, Tom Price 24/05/2022 - 31/08/2022	610.36	
3004444182	16/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 302 South Rd, Tom Price 26/7/2022 - 04/08/2022	446.93	
1004444111	16/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 4/10 Canberra Dr, Tom price 25/05/2022 - 01/09/2022	421.81	
1004444293	16/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 5/327 Warara St, Tom price 24/05/2022 - 05/09/2022	229.90	
1004444434	19/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 3/25 Allambi Way, Tom price 26/05/2022 - 31/08/2022	252.37	
1004445167	21/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for 816 Kulai St, Tom Price 31/08/2022 - 13/09/2022	85.72	
1004445241	21/09/2022	RIO TINTO - PILBARA IRON	Electricity consumption for Lot 56 Whaleback Ave, Paraburdoo 25/05/2022 - 22/08/2022	136.63	
		RIO TINTO - PILBARA IRON Total		28266.59	\$28,266.59
EFT62680	29/09/2022	ROCK PUPPY T/A NEW SENSATION	Payment		\$11,550.00
09-2022-001	16/09/2022	ROCK PUPPY T/A NEW SENSATION	Performance and production fees for New Sensation INXS tribute band events	11550.00	
		ROCK PUPPY T/A NEW SENSATION Total		11550.00	\$11,550.00
EFT62681	29/09/2022	ROOGENIC PTY LTD	Payment		\$1,064.83
WS-00005887	29/08/2022	ROOGENIC PTY LTD	Supply Roogenics teas for sale in Tom Price Visitor Centre	1064.83	
		ROOGENIC PTY LTD Total		1064.83	\$1,064.83
EFT62682	29/09/2022	SAS LOCKSMITHS	Payment		\$1,712.58
176197	23/09/2022	SAS LOCKSMITHS	Supply locks for Paraburdoo animal pound	1712.58	
		SAS LOCKSMITHS Total		1712.58	\$1,712.58
EFT62683	29/09/2022	SHIRE OF ASHBURTON	Payment		\$11,777.51
DEDUCTION	25/09/2022	SHIRE OF ASHBURTON	Payroll deductions	8517.51	
DEDUCTION	25/09/2022	SHIRE OF ASHBURTON	Payroll deductions	3260.00	
		SHIRE OF ASHBURTON Total		11777.51	\$11,777.51
EFT62684	29/09/2022	SKIPPER TRANSPORT PARTS	Payment		\$973.30
K57754	01/09/2022	SKIPPER TRANSPORT PARTS	Supply 20x litres Diesel Exhaust Fluid for Tom Price Works Depot	938.41	
K58027	16/09/2022	SKIPPER TRANSPORT PARTS	Supply slack adjuster for Duraquip Hydrator 32000 litre Water Tanker (1TRO090)	34.89	
		SKIPPER TRANSPORT PARTS Total		973.30	\$973.30
EFT62685	29/09/2022	ST JOHN AMBULANCE WA	Payment		\$955.80
FAINV01016956	20/09/2022	ST JOHN AMBULANCE WA	Provide St John ambulance for Onslow Staircase to the Moon markets 13/08/2022	439.20	
FAINV01016573	19/10/2022	ST JOHN AMBULANCE WA	Supply items for first-aid kits Onslow Airport	516.60	
		ST JOHN AMBULANCE WA Total		955.80	\$955.80
EFT62686	29/09/2022	STANDARDS AUSTRALIA	Payment		\$437.23
INV806841	21/09/2022	STANDARDS AUSTRALIA	Standards Australia Annual Licence Renewal Fees 16/09/2022 - 15/09/2023	437.23	
		STANDARDS AUSTRALIA Total		437.23	\$437.23
EFT62687	29/09/2022	T-QUIP	Payment		\$35.30
113605#5	27/09/2022	T-QUIP	Supply adjusting nut and spring for Hako Citymaster 650 Sweeper	35.30	
		T-QUIP Total		35.30	\$35.30
EFT62688	29/09/2022	TELSTRA	Payment		\$261.00
1112743032-T311-	27/08/2022	TELSTRA	Monthly Telephone charges	116.00	
1467928584-T311-	25/09/2022	TELSTRA	Monthly Telephone charges	29.00	
1112743032-T311-	27/09/2022	TELSTRA	Monthly Telephone charges	116.00	
		TELSTRA Total		261.00	\$261.00
EFT62689	29/09/2022	THE WORKWEAR GROUP	Payment		\$642.68
14330192	15/09/2022	THE WORKWEAR GROUP	Supply uniforms for employees #1941 and #1942	273.56	
14330193	15/09/2022	THE WORKWEAR GROUP	Supply uniforms for employees #1941 and #1942	369.12	
		THE WORKWEAR GROUP Total		642.68	\$642.68

[illegible]

Reference Number	Date	Name	Description	Invoice Amount	
Muni Cheques					
28778	09/09/2022	SHIRE OF ASHBURTON	Payment		\$653.65
PCASHADMIN2202063	09/09/2022	SHIRE OF ASHBURTON	Petty cash reimbursements for Tom Price and Onslow following cancellation of cheque 028776	653.65	
		SHIRE OF ASHBURTON Total		653.65	\$653.65
			TOTAL	653.65	\$653.65

Shire of Ashburton**CEO's Delegated Payment List - Regulation 13(1) Local
Government (Financial Management) Regulation 1996****Corporate Credit Cards
Payment Total for Month of July 2022**

Description	Amount
Director Projects and procurement	\$ 600.80
Director Corporate Services	\$ 364.00
Director Infrastructure Services	\$ 438.88
Director People and Places	\$ 164.47
Manager Human Resources	\$ 33.63
Grand Total	\$ 1,601.78

Ins No.	Date	Name	Description	Payment
ECTOR PROJECTS AND PROCUREMENT - \$10,000				
I-SEP-22-01	03/08/2022	RMS COMMERCIAL	Monthly fee for OVCP online booking software 01/07/2022 - 31/07/2022	81.24
I-SEP-22-02	04/08/2022	RMS COMMERCIAL	Monthly flat fee for OSC online booking software 01/08/2022 - 31/08/2022	216.87
I-SEP-22-03	11/08/2022	ONSLow BEACH RESORT	Refreshments for Councillors	66.00
I-SEP-22-04	02/09/2022	RMS COMMERCIAL	Monthly fee for OVCP online booking software 01/08/2022 - 31/08/2022	185.44
I-SEP-22-05	02/09/2022	THALANYJI MANAGEMENT	20.14L diesel for Onslow Visitor Centre van, borrowed by CEO	51.25
			Total	\$ 600.80
ECTOR CORPORATE SERVICES - \$10,000				
-SEP-22-01	08/08/2022	SEVEN WEST MEDIA	Annual subscription for The West Australian online	364.00
			Total	\$ 364.00
ECTOR INFRASTRUCTURE SERVICES - \$10,000				
-SEP-22-01	16/08/2022	HOSPITALITY PTY LTD	2 nights' accommodation for acting Manager Roads to attend a meeting in Carnarvan, 11-13/08/2022	338.00
-SEP-22-02	25/08/2022	LESTOKTOURS	Airport transfer for employee #1903 26/08/2022	33.63
-SEP-22-03	25/08/2022	LESTOKTOURS	Airport transfer for employee #1903, 5/09/2022 and 23/09/2022	67.25
			Total	\$ 438.88
ECTOR PEOPLE AND PLACES - \$10,000				
-SEP-22-01	15/08/2022	ONSLow BEACH RESORT	Refreshments for meeting	21.00
-SEP-22-02	17/08/2022	MAILCHIMP	Monthly subscription for online survey software	96.13
-SEP-22-03	01/09/2022	INGOGO LIMITED	Taxi fare from Mount Pleasant to Perth airport for Director People & Place	47.34
			Total	\$ 164.47
INAGER HUMAN RESOURCES - \$5,000				
-SEP-22-01	18/08/2022	LESTOKTOURS	Airport transfer for Safety Auditor 21/08/2022	33.63
			Total	\$ 33.63
			Total Credit Cards	\$ 1,601.78



Cardholder statement

Run Date: 7 September 2022

Company details

ATTN: SENIOR FINANCE OFFI
SHIRE OF ASHBURTON
SHIRE OF ASHBURTON
PO BOX 567
ONslow WA 6710

Cardholder name: CHANTELE BRYCE

Cardholder number: [REDACTED]

Cost centre no:

Statement date: 04/09/22

Opening balance: 0.00

For enquiries please call: 1300 650 107

C indicates a credit or payment

*Closing balance: 0.00

* The closing balance will be transferred automatically in terms of the authority held.

Payment due date: 29/09/22

Credit limit: 10,000.00

Annual percentage rate: 19.96%

Past due: 0.00

Available credit: 10,000.00

Monthly percentage rate: 1.66%

Minimum payment due: 0.00

Date	Description of transaction	Amount	Ref.
03/08/22	RMS- Commercial 0383999462 AUS	81.24	7011
04/08/22	RMS- Commercial 0383999462 AUS	216.87	7011
11/08/22	ONslow BEACH RESORT ONslow AUS	66.00	5813
02/09/22	RMS- Commercial 0383999462 AUS	185.44	7011
02/09/22	THALANYJI MANAGEMENT ONslow AUS	51.25	5541
04/09/22	PRINCIPAL CREDIT	600.80 C	5541

*** END OF LIST ***

Westpac Banking Corporation ABN 33 007 457 141.

I have checked the above details and verify that they are correct.

Cardholder Signature Chantelle McGurk Date 07/09/2022

Transactions examined and approved.

Manager/Supervisor Signature [Signature] Date 08/09/2022



Cardholder statement

Run Date: 7 September 2022

Company details

ATTN: SENIOR FINANCE OFFI
SHIRE OF ASHBURTON
SHIRE OF ASHBURTON
PO BOX 567
TOM PRICE WA 6751

Cardholder name: NATHAN CAIN

Cardholder number: [REDACTED]

Cost centre no:

Statement date: 04/09/22

Opening balance: 0.00

For enquiries please call: 1300 650 107

C indicates a credit or payment

*Closing balance: 0.00

* The closing balance will be transferred automatically in terms of the authority held.

Payment due date: 29/09/22

Credit limit: 10,000.00

Annual percentage rate: 19.96%

Past due: 0.00

Available credit: 10,000.00



Monthly percentage rate: 1.66%

Minimum payment due: 0.00

Date	Description of transaction	Amount	Ref.
08/08/22	WANEWSDTI Osborne Park AUS	364.00	2741
04/09/22	PRINCIPAL CREDIT	364.00 C	2741

*** END OF LIST ***

Westpac Banking Corporation ABN 33 007 457 141.

I have checked the above details and verify that they are correct.	
Cardholder Signature 	Date 9/9/2022
Transactions examined and approved.	
Manager/Supervisor Signature 	Date 09/09/2022



Cardholder statement

Run Date: 7 September 2022

Company details

ATTN: SENIOR FINANCE OFFI
SHIRE OF ASHBURTON
SHIRE OF ASHBURTON
PO BOX 567
TOM PRICE WA 6751

Cardholder name: MATTHEW FANNING
Cardholder number: [REDACTED]

Cost centre no:
Statement date: 04/09/22

Opening balance: 0.00

For enquiries please call: 1300 650 107

C indicates a credit or payment

*Closing balance: 0.00

* The closing balance will be transferred automatically in terms of the authority held.


Payment due date: 29/09/22	Credit limit: 10,000.00	Annual percentage rate: 19.96%
Past due: 0.00	Available credit: 10,000.00	Monthly percentage rate: 1.66%
Minimum payment due: 0.00		

Date	Description of transaction	Amount	Ref.
16/08/22	HOSPITALITY PTY LTD CARNARVON AUS	338.00	7011
25/08/22	WWW.LESTOKTOU* RD9C7Q5 TOM PRICE AUS	33.63	4111
25/08/22	WWW.LESTOKTOU* REGT3C2 TOM PRICE AUS	67.25	4111
04/09/22	PRINCIPAL CREDIT	438.88 C	4111

*** END OF LIST ***

Westpac Banking Corporation ABN 33 007 457 141.

I have checked the above details and verify that they are correct.

Cardholder Signature  Date 8/9/22

Transactions examined and approved.

Manager/Supervisor Signature  Date 08/09/2022



Cardholder statement

Run Date: 7 September 2022

Company details

ATTN: SENIOR FINANCE OFFI
SHIRE OF ASHBURTON
SHIRE OF ASHBURTON
PO BOX 567
TOM PRICE WA 6751

Cardholder name: TY MATSON

Cardholder number: [REDACTED]

Cost centre no:

Statement date: 04/09/22

Opening balance: 0.00

For enquiries please call: 1300 650 107

C indicates a credit or payment

*Closing balance: 0.00

* The closing balance will be transferred automatically in terms of the authority held.

Payment due date: 29/09/22

Credit limit: 10,000.00

Annual percentage rate: 19.96%

Past due: 0.00

Available credit: 10,000.00

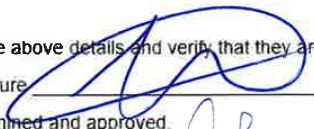

Monthly percentage rate: 1.66%

Minimum payment due: 0.00

Date	Description of transaction	Amount	Ref.
15/08/22	ONSLow BEACH RESORT ONSLOW AUS	21.00	5813
17/08/22	MailChimp Atlanta USA	96.13	5818
01/09/22	INGOGO LIMITED SYDNEY AUS	47.34	4121
04/09/22	PRINCIPAL CREDIT	164.47 C	4121

*** END OF LIST ***

Westpac Banking Corporation ABN 33 007 457 141.

I have checked the above details and verify that they are correct.	
Cardholder Signature 	Date <u>8/9/22</u>
Transactions examined and approved.	
Manager/Supervisor Signature 	Date <u>09/09/2022</u>



Cardholder statement

Run Date: 7 September 2022

Company details

ATTN: SENIOR FINANCE OFFI
SHIRE OF ASHBURTON
SHIRE OF ASHBURTON
PO BOX 567
TOM PRICE WA 6751

Cardholder name: ADELE HERATY

Cardholder number: [REDACTED]

Cost centre no:

Statement date: 04/09/22

Opening balance: 0.00

For enquiries please call: 1300 650 107

C indicates a credit or payment

*Closing balance: 0.00

* The closing balance will be transferred automatically in terms of the authority held.

Payment due date: 29/09/22

Credit limit: 5,000.00

Annual percentage rate: 19.96%

Past due: 0.00

Available credit: 5,000.00

Monthly percentage rate: 1.66%

Minimum payment due: 0.00

Date	Description of transaction	Amount	Ref.
18/08/22	WWW.LESTOKTOU* RG80J3F TOM PRICE AUS	33.63	4111
04/09/22	PRINCIPAL CREDIT	33.63 C	4111

*** END OF LIST ***

Westpac Banking Corporation ABN 33 007 457 141.

I have checked the above details and verify that they are correct.

Cardholder Signature [Signature] Date 13-09-22

Transactions examined and approved.

Manager/Supervisor Signature [Signature] Date _____



Agenda Item 12.2 - Attachment 1

Monthly Financial Report September 2022

SHIRE OF ASHBURTON**MONTHLY FINANCIAL REPORT**
(Containing the Statement of Financial Activity)
For the period ending 30 September 2022

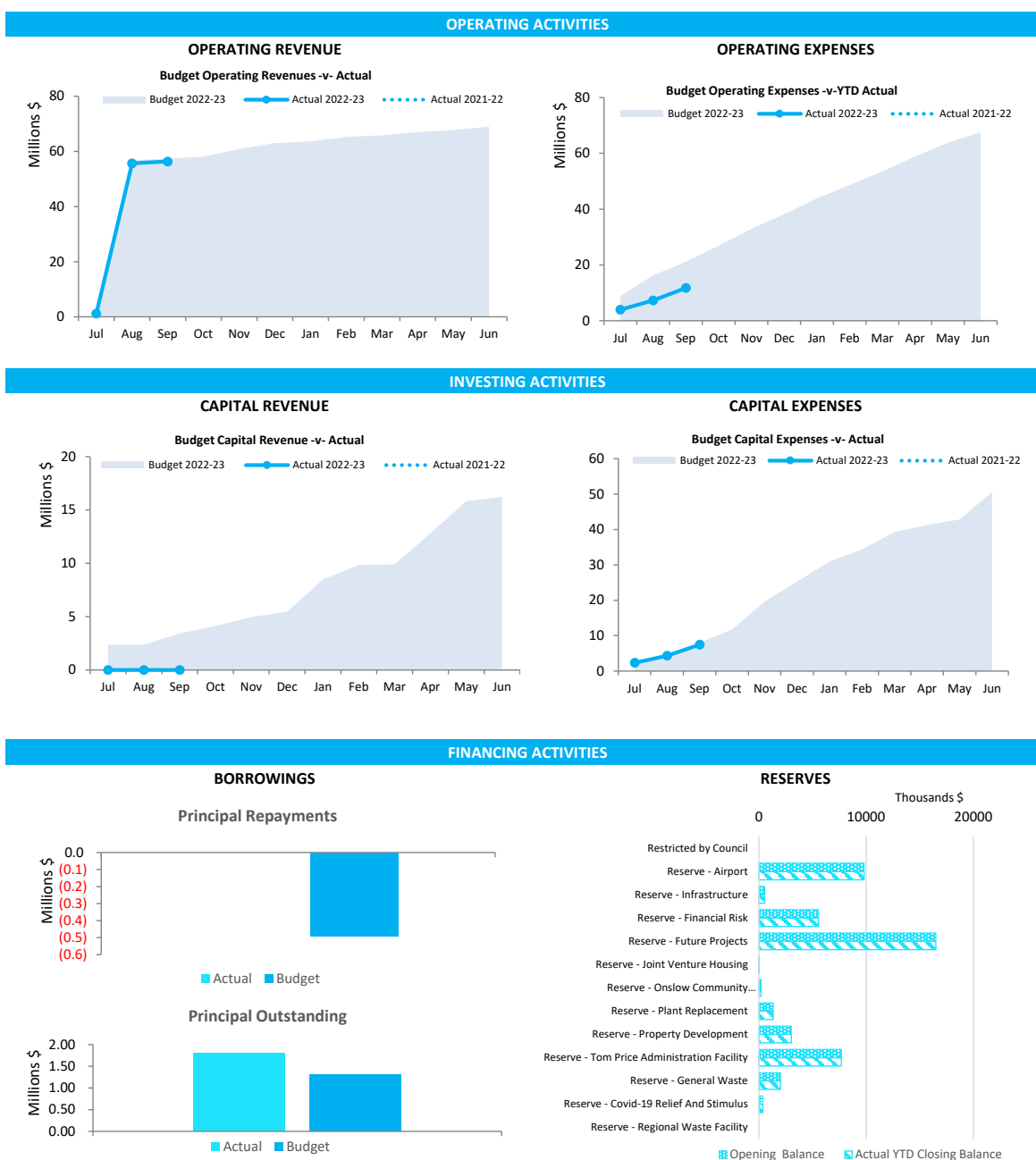
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

SUMMARY INFORMATION - GRAPHS



**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

EXECUTIVE SUMMARY

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$11.46 M	\$11.46 M	\$7.50 M	(\$3.96 M)
Closing	\$0.00 M	\$44.72 M	\$44.66 M	(\$0.06 M)

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	\$96.99 M	% of total		\$7.38 M	% Outstanding		\$2.30 M	% Collected
Unrestricted Cash	\$50.01 M	51.6%	Trade Payables	\$0.35 M		Rates Receivable	\$11.87 M	76.6%
Restricted Cash	\$46.98 M	48.4%	0 to 30 Days		0.5%	Trade Receivable	\$2.30 M	% Outstanding
			Over 30 Days		99.5%	Over 30 Days		76.2%
			Over 90 Days		-0.7%	Over 90 Days		42.7%

Refer to Note 2 - Cash and Financial Assets

Refer to Note 5 - Payables

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$16.07 M	\$38.31 M	\$44.62 M	\$6.31 M

Refer to Statement of Financial Activity

Rates Revenue			Operating Grants and Contributions			Fees and Charges		
YTD Actual	\$51.79 M	% Variance	YTD Actual	\$0.83 M	% Variance	YTD Actual	\$3.56 M	% Variance
YTD Budget	\$51.82 M	(0.1%)	YTD Budget	\$1.58 M	(47.2%)	YTD Budget	\$3.63 M	(1.9%)

Refer to Statement of Financial Activity

Refer to Note 12 - Operating Grants and Contributions

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$32.98 M)	(\$4.56 M)	(\$7.46 M)	(\$2.89 M)

Refer to Statement of Financial Activity

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	\$0.00 M	%	YTD Actual	\$7.46 M	% Spent	YTD Actual	\$0.00 M	% Received
Adopted Budget	\$0.94 M	(100.0%)	Adopted Budget	\$50.14 M	(85.1%)	Adopted Budget	\$16.22 M	(100.0%)

Refer to Note 6 - Disposal of Assets

Refer to Note 7 - Capital Acquisitions

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$5.44 M	(\$0.49 M)	\$0.00 M	\$0.49 M

Refer to Statement of Financial Activity

Borrowings			Reserves			Lease Liability		
Principal repayments	\$0.00 M		Reserves balance	\$46.98 M		Principal repayments	\$0.00 M	
Interest expense	\$0.00 M		Interest earned	\$0.00 M		Interest expense	\$0.00 M	
Principal due	\$1.79 M					Principal due	\$0.00 M	

Refer to Note 8 - Borrowings

Refer to Note 10 - Cash Reserves

Refer to Note 9 - Lease Liabilities

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

KEY TERMS AND DESCRIPTIONS**FOR THE PERIOD ENDED 30 SEPTEMBER 2022****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. Excludes 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, and 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 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, reimbursements etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS**EXPENSES****EMPLOYEE COSTS**

All costs associated 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, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, 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)

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. Excluding Land.

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 SEPTEMBER 2022**

BY NATURE OR TYPE

	Ref	Adopted Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	11,464,289	11,464,289	7,500,093	(3,964,196)	(34.58%)	▼
Revenue from operating activities							
Rates		52,255,600	51,821,300	51,790,603	(30,697)	(0.06%)	
Rates (excluding general rate)		0	0	0	0	0.00%	
Operating grants, subsidies and contributions	12	7,824,262	1,578,964	833,612	(745,352)	(47.21%)	▼
Fees and charges		7,618,011	3,629,533	3,558,946	(70,587)	(1.94%)	
Service charges		0	0	0	0	0.00%	
Interest earnings		1,525,565	376,218	39,598	(336,620)	(89.47%)	▼
Other revenue		518,200	135,300	124,805	(10,495)	(7.76%)	
Profit on disposal of assets	6	162,604	0	0	0	0.00%	
		69,904,242	57,541,315	56,347,564	(1,193,751)	(2.07%)	
Expenditure from operating activities							
Employee costs		(22,512,603)	(5,137,414)	(5,113,945)	23,469	0.46%	
Materials and contracts		(27,083,135)	(12,666,278)	(5,169,579)	7,496,699	59.19%	▲
Utility charges		(1,585,400)	(368,160)	(367,603)	557	0.15%	
Depreciation on non-current assets		(14,105,200)	(3,525,712)	0	3,525,712	100.00%	▲
Interest expenses		(58,100)	0	0	0	0.00%	
Insurance expenses		(1,248,600)	(700,300)	(682,659)	17,641	2.52%	
Other expenditure		(1,185,600)	(360,401)	(391,940)	(31,539)	(8.75%)	
Loss on disposal of assets	6	(163,756)	0	0	0	0.00%	
		(67,942,394)	(22,758,265)	(11,725,726)	11,032,539	(48.48%)	
Non-cash amounts excluded from operating activities	1(a)	14,106,352	3,525,712	0	(3,525,712)	(100.00%)	▼
Amount attributable to operating activities		16,068,200	38,308,762	44,621,838	6,313,076	16.48%	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	16,221,500	3,427,300	0	(3,427,300)	(100.00%)	▼
Proceeds from disposal of assets	6	939,000	0	0	0	0.00%	
Proceeds from financial assets at amortised cost - self supporting loans	8	0	0	0	0	0.00%	
Payments for financial assets at amortised cost - self supporting loans	8	0	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	7	(50,137,500)	(7,991,639)	(7,458,880)	532,759	6.67%	
		(32,977,000)	(4,564,339)	(7,458,880)	(2,894,541)	63.42%	
Non-cash amounts excluded from investing activities	1(b)	0	0	0	0	0.00%	
Amount attributable to investing activities		(32,977,000)	(4,564,339)	(7,458,880)	(2,894,541)	63.42%	
Financing Activities							
Proceeds from new debentures	8	0	0	0	0	0.00%	
Transfer from reserves	10	11,732,300	(759,200)	0	759,200	(100.00%)	
Payments for principal portion of lease liabilities	9	0	0	0	0	0.00%	
Repayment of debentures	8	(492,861)	0	0	0	0.00%	
Transfer to reserves	10	(5,794,928)	270,100	0	(270,100)	100.00%	
Amount attributable to financing activities		5,444,511	(489,100)	0	489,100	(100.00%)	
Closing funding surplus / (deficit)	1(c)	0	44,719,612	44,663,051	(56,561)	0.13%	

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget 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 SEPTEMBER 2022**

BASIS OF PREPARATION

BASIS OF PREPARATION

The financial report 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 Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

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 financial 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.

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.

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.

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 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 not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

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.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 02 November 2022

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**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	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	6	(162,604)	0	0
Add: Loss on asset disposals	6	163,756	0	0
Add: Depreciation on assets		14,105,200	3,525,712	0
Total non-cash items excluded from operating activities		14,106,352	3,525,712	0

(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.

		Adopted Budget Opening 30 June 2022	Last Year Closing 30 June 2022	Year to Date 30 September 2022
Adjustments to net current assets				
Less: Reserves - restricted cash	10	(40,551,081)	(46,979,764)	(46,979,764)
Add: Borrowings	8	(492,861)	492,862	492,862
Add: Provisions employee related provisions	11		1,816,689	1,831,651
Total adjustments to net current assets		(41,043,942)	(44,606,430)	(44,591,468)
(c) Net current assets used in the Statement of Financial Activity				
Current assets				
Cash and cash equivalents	2		71,720,364	96,990,590
Rates receivables	3		631,721	11,871,187
Receivables	3		1,464,511	2,296,184
Other current assets	4		737,877	648,717
Less: Current liabilities				
Payables	5		(6,465,286)	(6,541,409)
Borrowings	8		(492,862)	(492,862)
Contract liabilities	11		(13,609,330)	(13,622,454)
Provisions	11		(1,816,689)	(1,831,651)
Less: Total adjustments to net current assets	1(b)		(44,606,430)	(44,591,468)
Closing funding surplus / (deficit)		0	7,500,093	44,663,051

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 SEPTEMBER 2022

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Westpac	Cash and cash equivalents	49,834,401	6,739,544	56,573,945		Westpac	0.00%	On-call
Commonwealth Bank	Cash and cash equivalents	171,725	0	171,725		CBA	0.00%	On-call
Cash on hand	Cash and cash equivalents	4,700	0	4,700		-	-	-
WA Treasury Corporation	Cash and cash equivalents	(0)	196,513	196,513		WATC	0.20%	On-going
Trust	Cash and cash equivalents	0		0	257,859	Westpac	0.00%	On-call
Reserves saving Account	Cash and cash equivalents	0	2,283	2,283		Westpac	0.00%	On-call
Term Deposit	Cash and cash equivalents	0	3,000,000	3,000,000		NAB	1.40%	08/2022
Term Deposit	Cash and cash equivalents	0	10,000,000	10,000,000		NAB	0.55%	09/2022
Term Deposit	Cash and cash equivalents	0	3,000,000	3,000,000		NAB	2.95%	10/2022
Term Deposit	Cash and cash equivalents	0	3,000,000	3,000,000		NAB	2.20%	10/2022
Term Deposit	Cash and cash equivalents	0	4,020,712	4,020,712		NAB	2.45%	10/2022
Term Deposit	Cash and cash equivalents	0	3,000,000	3,000,000		NAB	2.50%	11/2022
Term Deposit	Cash and cash equivalents	0	5,000,000	5,000,000		NAB	2.75%	12/2022
Term Deposit	Cash and cash equivalents	0	5,000,000	5,000,000		AMP	3.95%	06/2023
Term Deposit	Cash and cash equivalents	0	4,020,712	4,020,712		AMP	4.30%	06/2023
Total		50,010,826	46,979,764	96,990,590	257,859			
Comprising								
Cash and cash equivalents		50,010,826	46,979,764	96,990,590	257,859			
		50,010,826	46,979,764	96,990,590	257,859			

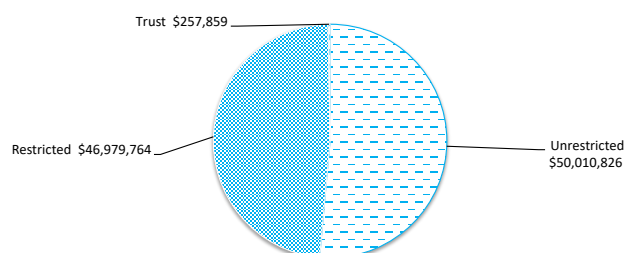
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments 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. 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.

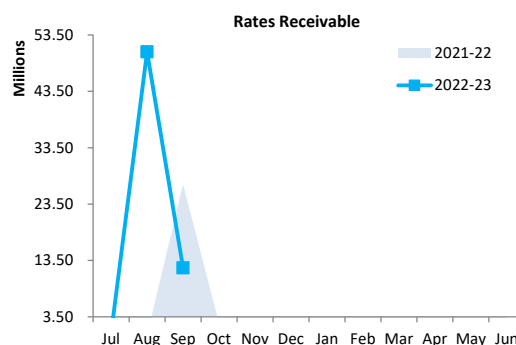
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates receivable	30 Jun 2022	30 Sep 2022
	\$	\$
Opening arrears previous years	457,690	308,043
Levied this year	51,790,603	51,790,603
Less - collections to date	(51,616,572)	(39,903,781)
Gross rates collectable	631,721	12,194,865
Allowance for impairment of rates receivable	(323,678)	(323,678)
Net rates collectable	308,043	11,871,187
% Collected	98.8%	76.6%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(22,685)	315,405	399,875	12,381	524,524	1,229,500
Percentage	(1.8%)	25.7%	32.5%	1%	42.7%	
Balance per trial balance						
Sundry receivable						1,229,500
GST receivable						1,066,684
Total receivables general outstanding						2,296,184

Amounts shown above include GST (where applicable)

KEY INFORMATION

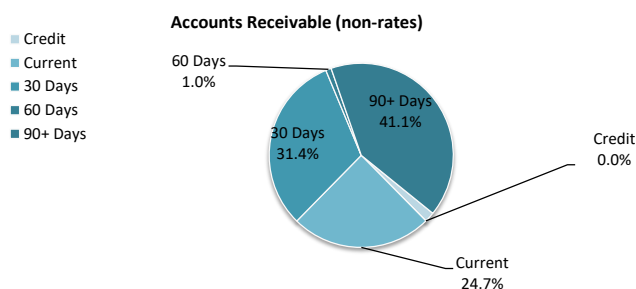
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 30 September 2022
Other current assets	\$	\$	\$	\$
Inventory				
Fuel	163,009	118,141	(207,301)	73,849
Tom Price Tourist Bureau	82,293	0	0	82,293
Corporate Uniforms	2,913	0	0	2,913
Land held for resale				
Cost of acquisition	108,733			108,733
Other Assets				
Prepayments	15,145			15,145
Accrued income	365,784	0	0	365,784
Total other current assets	737,877	118,141	(207,301)	648,717
Amounts shown above include GST (where applicable)				

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.

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on the Council's intentions to release for sale.

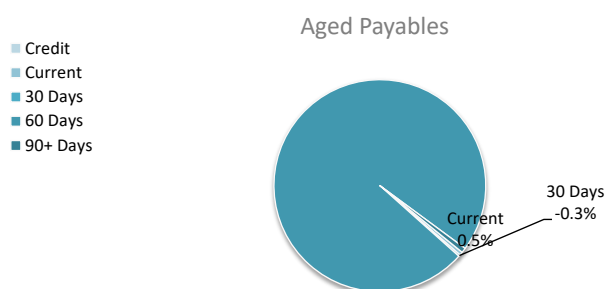
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**OPERATING ACTIVITIES
NOTE 5
PAYABLES**

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	1,009	(506)	192,361	(1,420)	191,444
Percentage	0%	0.5%	-0.3%	100.5%	-0.7%	
Balance per trial balance						
Sundry creditors						347,349
ATO liabilities						522,346
Other payables						121,929
Accrued Interest On Loans						7,137
Accrued Expenses						5,018,073
Payroll Creditors						448,794
Bonds And Deposits Not Held In Trust						387,447
Total payables general outstanding						7,381,596
Amounts shown above include GST (where applicable)						

KEY INFORMATION

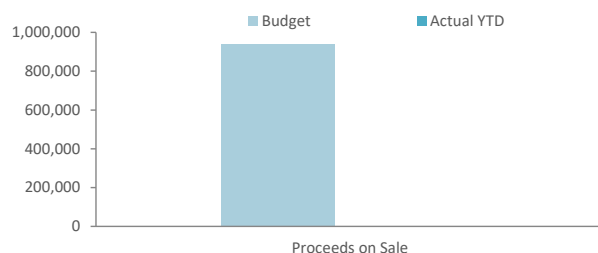
Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**OPERATING ACTIVITIES
NOTE 6
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								
	Law, order, public safety								
	Hilux 4x4 - AS9357	29,600	33,000	3,400	0			0	0
	Hilux 4x4 - AS9366	29,275	33,000	3,725	0			0	0
	Health								
	Hilux 4x4 - AS9370	29,795	35,000	5,205	0			0	0
	Housing								
	Isuzu Dmas - AS340	13,567	20,000	6,433	0			0	0
	Community amenities								
	Rubbish Compactor - 1EQM927	197,031	40,000	0	(157,031)			0	0
	Toyota Fortuner - AS9167	27,075	35,000	7,925	0			0	0
	Toyota Fortuner - AS9374	28,500	35,000	6,500	0			0	0
	Recreation and culture								
	Hilux W/Mate - AS9107	8,633	10,000	1,367	0			0	0
	Isuzu MUX - AS61	19,733	20,000	267	0			0	0
	Toyota Fortuner - AS32	28,500	35,000	6,500	0			0	0
	Transport								
	Hilux 4x4 - AS9162	19,733	28,000	8,267	0			0	0
	Hilux 4x4 - AS41	29,600	25,000	0	(4,600)			0	0
	HP 20 tonne Float - 1tgw196	12,125	10,000	0	(2,125)			0	0
	Isuzu Dmax - AS002	11,100	20,000	8,900	0			0	0
	Landcruiser - AS8718	52,725	60,000	7,275	0			0	0
	Landcruiser - AS9355	52,825	60,000	7,175	0			0	0
	Landcruiser - AS136	35,150	58,000	22,850	0			0	0
	Other property and services								
	Hiace Van - AS9124	15,417	25,000	9,583	0			0	0
	Hiace Van - AS9109	14,800	25,000	10,200	0			0	0
	Hilux 4x4 - AS9359	28,983	30,000	1,017	0			0	0
	Toyota Prado - 1004AS	49,126	58,000	8,874	0			0	0
	Toyota Fortuner - AS9163	27,075	35,000	7,925	0			0	0
	Toyota Fortuner - AS9358	31,350	35,000	3,650	0			0	0
	Toyota Prado - 1001AS	49,417	58,000	8,583	0			0	0
	Toyota Prado - 1002AS	49,890	58,000	8,110	0			0	0
	Toyota Prado - 1005AS	49,126	58,000	8,874	0			0	0
		940,151	939,000	162,605	(163,756)	0	0	0	0



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings - specialised	9,525,900	2,122,900	4,437,875	2,314,975
Furniture and equipment	399,000	59,500	0	(59,500)
Plant and Machinery	2,815,000	202	389,147	388,945
Infrastructure - roads	5,871,100	66,086	130,486	64,400
Infrastructure - Drainage	200,000	0	0	0
Infrastructure - Coastal Infrastructure	767,000	67,155	207,264	140,109
Infrastructure - Parks and Recreation	20,687,800	5,318,927	1,919,646	(3,399,281)
Infrastructure - Town Infrastructure	4,430,200	0	104,402	104,402
Infrastructure - General Waste	75,000	0	0	0
Infrastructure - Airport	1,904,000	0	32,809	32,809
Infrastructure - Regional Waste Facility	3,462,500	356,869	237,251	(119,618)
Payments for Capital Acquisitions	50,137,500	7,991,639	7,458,880	(532,759)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	16,221,500	3,427,300	0	(3,427,300)
Other (disposals & C/Fwd)	939,000	0	0	0
Cash backed reserves				
Reserve - Airport	(2,557,900)		0	0
Reserve - Infrastructure	(532,100)		0	0
Reserve - Future Projects	(5,987,500)		0	0
Reserve - Plant Replacement	(450,000)		0	0
Reserve - General Waste	(2,020,900)		0	0
Reserve - Covid-19 Relief And Stimulus	(183,900)		0	0
Contribution - operations	44,709,300	4,564,339	7,458,880	2,894,541
Capital funding total	50,137,500	7,991,639	7,458,880	(532,759)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

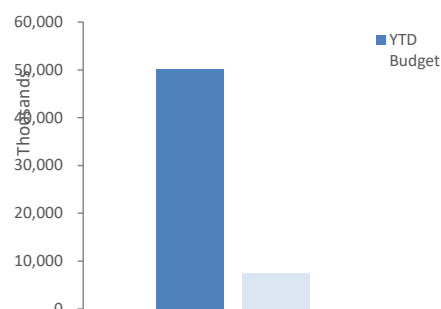
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions

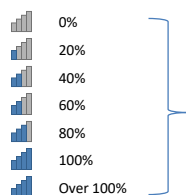


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)**

Capital expenditure total

Level of completion indicators
































































Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

		Adopted		Variance	
Account Description		Budget	YTD Budget	YTD Actual	(Under)/Over
		\$	\$	\$	\$
Buildings					
X2321	Ashburton Hall Window Treatments Renewal	15,000	0	0	0
X2327	Sun Chalets Construction	1,287,200	0	19,057	19,057
X2328	Onslow Men's Shed Construction	800,000	0	0	0
X2329	Tom Price Childcare Construction	3,093,300	1,031,100	2,540,798	1,509,698
X2330	Tom Price Emergency Services Facility	3,275,400	1,091,800	1,816,085	724,285
X2290	Tom Price Depot Gate Automation	30,000	0	0	0
X0165	Tom Price Cat Impound Construction	0	0	0	0
X0177	Accommodation Strategy	1,000,000	0	0	0
X0180	Storage Container	25,000	0	0	0
X0522	Senior Citizen Unit 1 Renewal	0	0	21,453	21,453
X0523	Senior Citizen Unit 4 Renewal	0	0	40,482	40,482
Buildings Total		9,525,900	2,122,900	4,437,875	2,314,975
Furniture and Equipment					
X2909	Onslow Gymnasium Equipment Renewal	23,500	23,500	0	(23,500)
X2332	Vic Hayton Swimming Pool Cleaner	6,000	6,000	0	(6,000)
X2293	Pipe Inspection Camera	10,000	0	0	0
X0183	Office Furniture	50,000	0	0	0
X2853	Information and Communication Technology	300,000	30,000	0	(30,000)
X3225	Drones	9,500	0	0	0
Furniture and Equipment Total		399,000	59,500	0	(59,500)
Plant and Machinery					
X3059	20 Tonne Float - TGW196	90,000	0	0	0
X3065	4WD Dual Cab - AS9355	71,500	0	0	0
X3052	4WD Dual Cab Utility - AS9357	52,000	0	0	0
X3053	4WD Dual Cab Utility - AS9366	52,000	0	0	0
X3054	4WD Dual Cab Utility - AS9370	52,000	0	0	0
X3055	4WD Extra Cab Utility - AS41	60,000	0	0	0
X3056	4WD Extra Cab Utility - AS9359	52,000	0	0	0
X3066	4WD Single Cab - AS136	70,000	0	0	0
X3073	4WD Vehicle - 1001AS	62,500	0	0	0
X3074	4WD Vehicle - 1002AS	62,500	0	0	0
X3067	4WD Vehicle - 1004AS	62,500	0	0	0
X3075	4WD Vehicle - 1005AS	62,500	0	0	0
X3068	4WD Vehicle - AS32	48,000	0	0	0
X3062	4WD Vehicle - AS61	48,000	0	0	0
X3064	4WD Vehicle - AS8718	56,500	0	0	0
X3069	4WD Vehicle - AS9163	48,000	0	0	0
X3070	4WD Vehicle - AS9167	48,000	0	0	0
X3071	4WD Vehicle - AS9358	48,000	0	0	0
X3072	4WD Vehicle - AS9374	48,000	0	0	0
X3057	Dual Cab Utility - AS9107	52,000	0	0	0
X3061	Extra Cab Utility - AS002	41,000	0	0	0
X3060	Extra Cab Utility - AS340	52,000	0	0	0
X3050	Van - AS9109	40,000	0	0	0
X3049	Van - AS9124	40,000	0	0	0
X0744	Accommodation Unit / Service Trailer	186,000	202	202	0
X3076	Auger - Earth Drill	15,000	0	0	0
X3077	Auger - Mini Excavator	10,000	0	0	0
X3048	Rear Loader Waste Compactor - PTR28	375,000	0	361,672	361,672
X3063	Side Loader - 1GPU601	360,000	0	0	0

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	Account Description	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
	X0174 Bedford Fire Truck Restoration	100,000	0	27,273	27,273
	X3078 Tractor With Reach Arm Deck	450,000	0	0	0
	Plant and Machinery Total	2,815,000	202	389,147	388,945
Roads					
	X3026 Ashburton Downs Road Resheet - 21.10 to 24.00	278,000	0	0	0
	X3027 Ashburton Downs Road Resheet - 24.00 to 29.00	730,000	0	66,114	66,114
	X3028 Ashburton Downs Road Resheet - 29.00 to 34.00	480,000	0	0	0
	X3029 Ashburton Downs Road Resheet - 34.00 to 39.00	480,000	0	0	0
	X3030 Ashburton Downs Road Resheet - 39.00 to 44.00	80,000	0	0	0
	X3031 Burt Close Reseal - 0.00 to 0.15	36,000	0	0	0
	X3032 Cedar Street Reseal - 0.00 to 0.45	129,800	0	0	0
	X3033 Cogelup Way Reseal - 0.00 to 0.49	140,800	0	0	0
	X3034 Coolibah Street Reseal - 0.00 to 0.30	0	0	0	0
	X3035 Hope Close Reseal - 0.00 to 0.21	50,000	0	0	0
	X3036 Marradong Place Reseal - 0.00 to 0.15	64,900	0	0	0
	X3037 Millstream - Pannawonica Road Resheet	800,000	0	5,811	5,811
	X0173 Mine Road Reconstruct and Reprofile	109,900	28,091	21,041	(7,050)
	X3038 Moonah Street Reseal - 0.00 to 0.19	55,000	0	0	0
	X0160 Nameless Valley Drive Road Works	309,500	36,415	36,414	(1)
	X3039 Pepper Street Reseal - 0.00 to 0.16	66,000	0	0	0
	X3040 Pine Street Reseal - 0.00 to 0.20	63,800	0	0	0
	X3041 Roebourne - Wittenoom Road Works	1,604,000	1,580	1,106	(474)
	X3042 Tanunda Street - 0.00 to 0.47	393,400	0	0	0
	X2982 Millstream - Pannawonica Road Reconstruction - 5.00 To 25.50	0	0	0	0
	Roads Total	5,871,100	66,086	130,486	64400.25
Drainage					
	X3045 Millstream - Pannawonica Road	200,000	0	0	0
	Drainage Total	200,000	0	0	0
Coastal					
	X2342 ANZAC Park Seawall	477,000	67,155	207,264	140,109
	X2334 Seawall Extension	290,000	0	0	0
	Coastal Total	767,000	67,155	207,264	140,109
Parks and Recreation					
	X2890 Doug Talbot Park Softfall Renewal	70,000	0	0	0
	X2905 Four Mile Rest Area Decking Renewal	150,000	150,000	128,849	(21,151)
	X2322 Four Mile Rest Area Renewal	70,000	0	0	0
	X2892 Lions Park BBQ Renewal	36,000	0	0	0
	X2893 Minna Oval Bollards Renewal	250,000	0	0	0
	X2894 Minna Oval Irrigation Renewal	220,000	0	0	0
	X2323 Onslow Community Garden Renewal	50,000	0	0	0
	X2324 Paraburdoo Parks Softfall Renewal	150,000	0	0	0
	X2895 Tjiluna Oval Softball Netting Renewal	29,000	0	0	0
	X2891 Tom Price Irrigation Bore Renewal	50,000	0	0	0
	X2889 Clem Thompson Oval Equipment Gate	12,000	0	0	0
	X2325 Peter Sutherland Oval Rugby Goals	35,000	0	0	0
	X2344 Foreshore Masterplan Works	431,900	0	5,800	5,800
	X2862 Paraburdoo Sports Court Cover	6,000,000	1,999,998	508,144	(1,491,854)
	X2347 Quentin Broad Swimming Pool Access Steps	20,000	0	0	0
	X2350 Tom Price Bicycle Track	1,578,500	1,183,875	707,570	(476,305)
	X2353 Tom Price Sports Court Cover	5,944,400	1,981,464	542,553	(1,438,911)
	X2331 Vic Hayton Swimming Pool Shed	65,000	0	0	0
	X2858 Onslow Water Spray Park Renewal	60,000	0	0	0
	X3046 ANZAC Park Foreshore	1,000,000	0	14,157	14,157
	X0157 Old Onslow Additional Road Signage	46,000	0	0	0
	X0159 Old Onslow Contingency Works	15,500	0	0	0
	X0164 Old Onslow Heritage Street Signs	13,000	0	0	0
	X0171 Old Onslow Information App	31,400	0	0	0
	X0186 Old Onslow Pedestrian and Parking Access	52,100	0	0	0
	X3047 Paraburdoo Cenotaph	430,000	0	0	0
	X3025 Onslow Basin Beautification ²	2,000,000	0	0	0
	X2292 Tom Price Skate Park Expansion ^{1 and 2}	868,000	3,590	3,590	0
	X3043 Barrarda Estate Irrigation Tanks	40,000	0	0	0
	X3023 Basin Beautification Discharge Pipe ²	350,000	0	1,006	1,006
	X3024 Basin Beautification Overflow Path ²	400,000	0	0	0
	X3044 Tom Price Water Tank Relining	80,000	0	0	0

	Account Description	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
	X2291 Onslow Ovals Revitalisation	0	0	0	0
	X2295 Paraburdoo Ovals Revitalisation	70,000	0	0	0
	X2298 Tom Price Ovals Revitalisation	70,000	0	7,977	7,977
	Parks and Recreation Total	20,687,800	5,318,927	1,919,646	(3,399,281)
	Town Infrastructure				
	X2326 Onslow Cartoon Tank Works	10,000	0	0	0
	X0996 Onslow Cartoon Tank Works	40,000	0	500	500
	X2333 Ocean View Caravan Park Stage 2 ¹	532,200	0	42,739	42,739
	X2336 Paraburdoo Tourist Bay Sculpture ¹	138,000	0	0	0
	X2339 Ocean View Caravan Park - Stage 3	3,710,000	0	61,163	61,163
	Town Infrastructure Total	4,430,200	0	104,402	104,402
	General Waste				
	X0176 Paraburdoo Alternative Daily Cover	75,000	0	0	0
	General Waste Total	75,000	0	0	0
	Airport				
	X2315 Hangar Ablution Block Restoration	25,000	0	0	0
	X2316 Outdoor Shade Replacement	14,000	0	0	0
	X2317 Terminal Lighting Renewal	7,000	0	0	0
	X2831 CCTV Camera Expansion	23,000	0	15,794	15,794
	X2318 Airport Secure Car Park	270,000	0	0	0
	X2827 Airside Civil Works	390,000	0	2,090	2,090
	X2828 Aviation Area Development	363,300	0	0	0
	X2319 Hangar Car Park Construction	110,000	0	0	0
	X2826 Mixed Business Land Development	61,500	0	6,100	6,100
	X2837 Promotional Televisions	7,500	0	0	0
	X2829 Rotary Wing Base	110,700	0	0	0
	X2836 Water Softener	0	0	8,826	8,826
	X2320 Taxiway Echo Construction	522,000	0	0	0
	Airport Total	1,904,000	0	32,809	32,809
	Regional Waste Facility				
	X0182 Regional Waste Facility Construction	3,247,000	356,869	192,923	(163,946)
	X0185 Waste Site CCTV System	215,500	0	0	0
	X0179 Liquid Waste Facility	0	0	44,328	44,328
	Regional Waste Facility Total	3,462,500	356,869	237,251	(119,618)
	Total	50,137,500	7,991,639	7,458,880	(532,759)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

FINANCING ACTIVITIES

NOTE 8

BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2022	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing										
Staff Housing	117	80,060		0	0	(80,058)	80,060	2	0	(3,300)
Community amenities										
Onslow Transfer Station	122	1,064,620		0	0	(344,083)	1,064,620	720,537	0	(30,200)
Transport										
Airport Upgrade	119	93,428		0	0	(21,129)	93,428	72,299	0	(5,600)
Other property and services										
Onslow Administration Centre	124	555,130		0	0	(47,591)	555,130	507,539	0	(19,000)
Total		1,793,238	0	0	0	(492,861)	1,793,238	1,300,377	0	(58,100)
Current borrowings		492,861					492,862			
Non-current borrowings		<u>1,300,377</u>					<u>1,300,376</u>			
		1,793,238					1,793,238			

All debenture repayments were financed by general purpose revenue.

The Shire has no unspent debenture funds as at 30th June 2021, nor is it expected to have unspent funds as at 30th June 2022.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

OPERATING ACTIVITIES

NOTE 10

RESERVE ACCOUNTS

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council									
Reserve - Airport	9,816,642	294,000	0	294,000	0	(2,557,900)	0	7,846,742	9,816,642
Reserve - Infrastructure	535,492	16,000	0	16,000	0	(532,100)	0	35,392	535,492
Reserve - Financial Risk	5,550,885	166,000	0	166,000	0	0	0	5,882,885	5,550,885
Reserve - Future Projects	16,486,674	494,000	0	3,936,928	0	(5,987,500)	0	14,930,102	16,486,674
Reserve - Joint Venture Housing	5,070	65	0	0	0	0	0	5,135	5,070
Reserve - Onslow Community Infrastruc	199,126	5,000	0	5,000	0	0	0	209,126	199,126
Reserve - Plant Replacement	1,330,733	39,000	0	887,000	0	(450,000)	0	1,806,733	1,330,733
Reserve - Property Development	3,009,244	90,000	0	90,000	0	0	0	3,189,244	3,009,244
Reserve - Tom Price Administration Faci	7,683,072	230,000	0	230,000	0	0	0	8,143,072	7,683,072
Reserve - General Waste	1,995,292	59,000	0	159,000	0	(2,020,900)	0	192,392	1,995,292
Reserve - Covid-19 Relief And Stimulus	367,534	11,000	0	11,000	0	(183,900)	0	205,634	367,534
Reserve - Regional Waste Facility	0	0	0	0	0	0	0	0	0
	46,979,764	1,404,065	0	5,794,928	0	(11,732,300)	0	42,446,457	46,979,764

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES**

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 September 2022
		\$		\$	\$	\$
Other current liabilities						
Other liabilities						
- Contract liabilities		212,799	0	0		212,799
- Capital grant/contribution liabilities		13,386,257	0	0	0	13,386,257
- Income Received In Advance		9,643	0	13,755		23,398
- Other Liability - Trust		631	0		(631)	0
Total other liabilities		13,609,330	0	13,755	(631)	13,622,454
Employee Related Provisions						
Annual leave		1,038,598	0			1,038,598
Long service leave		778,091	0		14,962	793,053
Total Employee Related Provisions		1,816,689	0	0	14,962	1,831,651
Total other current assets		15,426,019	0	13,755	14,331	15,454,105
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12 and 13

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 Related Provisions

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 employee related 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.

Capital grant/contribution liabilities

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 such time as the Shire satisfies its obligations under the agreement.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**NOTE 14
TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance	Amount Received	Amount Paid	Closing Balance
	1 July 2022			30 Sep 2022
	\$	\$	\$	\$
Public open Spaces	236,555			236,555
Retention Funds	15,188			15,188
	251,743	0	0	251,743

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**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 2022-23 year is \$10,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Opening funding surplus / (deficit)	(3,964,196)	(34.58%)			EOY Adjustment	Increase in accrued expense and other EOY adjustments
Revenue from operating activities						
Operating grants, subsidies and contributions	(745,352)	(47.21%)	▼	Pending Inspire Funding Timing of other funding		
Interest earnings	(336,620)	(89.47%)	▼		Timing of Term Deposits maturing and processing	
Expenditure from operating activities						
					Pending Internal Allocations	
Materials and contracts	7,496,699	59.19%	▲		Overhead allocations adjustment pending Various budget profile variances	
Depreciation on non-current assets	3,525,712	100.00%	▲		Monthly Depn pending	
Non-cash amounts excluded from operating activities	(3,525,712)	(100.00%)	▼		Monthly Depn pending	
Investing activities						
					Timing of receipt of funding for	
Proceeds from non-operating grants, subsidies and contributions	(3,427,300)	(100.00%)	▼		-	
					- TP Courts Cover	
					- Roads to recovery	
					- LRCIP Funding	



Agenda Item 12.3 - Attachment 1

Policy ELM04 Code of Conduct

**ELM04 CODE OF CONDUCT**

Aim	The Code provides a guide and a basis of expectations for Staff, Volunteers and Contractors. It encourages a commitment to ethical and professional behaviour and outlines principles in which individual and collective Local Government responsibilities may be based.
Application	Employees, Volunteers and Contractors
Statutory Environment	<i>Local Government Act 1996 (Section. 5.51A(4))</i> <i>Local Government (Administration) Regulations 1996</i> <i>Part 4a - Codes of conduct for local government employees</i>
Principles	Strategic Community Plan 2017 – 2027 (Desktop Review 2019) Goal 05 Inspiring Governance Objective 3 Council leadership
Approval Date	OMC 20 April 2021 (MINUTE: 55/2021)

OBJECTIVE

The Code of Conduct staff, volunteers and contractors in the Shire of Ashburton consistent guidelines for an acceptable standard of professional conduct.

The Code addresses in a concise manner the broader issue of ethical responsibility and encourages greater transparency and accountability in Local Governments.

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

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

It is intended to provide an elementary guide to:-

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



1. ROLES

1.1 Role of Council Member

The primary role of a Council Member is to represent the community, and the effective translation of the community's needs and aspirations into a direction and future for the Local Government will be the focus of the Council Member's public life.

The Role of Council Members is set out in S 2.10 of the *Local Government Act 1995* as follows:

A Councillor —

(a) Represents the interests of electors, ratepayers and residents of the district; provides leadership and guidance to the community in the district; facilitates communication between the community and the council; participates in the local government's decision-making processes at council and committee meetings; and performs such other functions as are given to a Councillor by this Act or any other written law."

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

In fulfilling the various roles, Council Members' activities will focus on: achieving a balance in the diversity of community views to develop an overall strategy for the future of the community; achieving sound financial management and accountability in relation to the Local Government's finances; ensuring that appropriate mechanisms are in place to deal with the prompt handling of residents' concerns; working with other governments and organisations to achieve benefits for the community at both a local and regional level; having an awareness of the statutory obligations imposed on Council Members and on Local Governments. In carrying out its functions a local government is to use its best endeavours to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity.

1.2 Role of Staff

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

"The CEO's functions are to —

- a) advise the Council in relation to the functions of a local government under this Act and other written laws;*
- b) ensure that advice and information is available to the Council so that informed decisions can be made;*
- c) cause Council decisions to be implemented;*
- d) manage the day to day operations of the local government;*
- e) liaise with the Mayor or President on the local government's affairs and the performance of the local government's functions;*
- f) speak on behalf of the local government if the Mayor or President agrees;*
- g) be responsible for the employment, management supervision, direction and*



dismissal of other employees (subject to S 5.37(2) in relation to senior employees);

- h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and*
- i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.*

1.3 Role of Volunteers and Contractors

The role of a volunteer and contractor is determined by and limited to a written and/or verbal agreement with the Shire, to carry out specific functions on behalf of the Shire.

1.4 Role of Council

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

- (1) The Council—*
 - a) directs and controls the local government's affairs; and*
 - b) is responsible for the performance of the local government's functions.*
- (2) Without limiting subsection (1), the Council is to—*
 - a) oversee the allocation of the local government's finances and resources; and*
 - b) determine the local government's policies."*

1.5 Relationships between Council Members and Staff

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

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

2. CONFLICT AND DISCLOSURE OF INTEREST

2.1 Conflict of Interest

- a) Staff will ensure that there is no actual (or perceived) conflict of interest between their personal interests and the impartial fulfilment of their professional duties.*
- b) Staff will not engage in private work with or for any person or body with an interest in a proposed or current contract with the Local Government, without first making disclosure to the Chief Executive Officer. In this respect, it does not matter whether advantage is in fact obtained, as any appearance that private dealings could conflict*



- with performance of duties must be scrupulously avoided.
- c) Staff will lodge written notice with the Chief Executive Officer describing an intention to undertake a dealing in land within the local government area or which may otherwise be in conflict with the Local Government's functions (other than purchasing the principal place of residence).
 - d) Staff who exercise recruitment or other discretionary functions will make disclosure to the CEO before dealing with relatives or close friends and may be disqualified from dealing with those persons.
 - e) Staff will refrain from partisan political activities which could cast doubt on their neutrality and impartiality in acting in their professional capacity. An individual's rights to maintain their own political convictions are not impinged upon by this clause. It is recognised that such convictions cannot be a basis for discrimination and this is supported by anti- discriminatory legislation.

2.2 Financial Interest

Staff will adopt the principles of disclosure of financial interest as contained within the *Local Government Act*.

2.3 Disclosure of Interest

Definition:

In this clause, and in accordance with 19AA of the Local Government (Administration) Regulations 1996: "interest" means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

- (a) A person who is an employee and who has an interest in any matter to be discussed at a council or committee meeting attended by the person is required to disclose the nature of the interest—
 - i. in a written notice given to the CEO before the meeting; or
 - ii. at the meeting immediately before the matter is discussed.
- (b) A person who is an employee and who has given, or will give, advice in respect of any matter to be discussed at a council or committee meeting not attended by the person is required to disclose the nature of any interest the person has in the matter—
 - i. In a written notice given to the CEO before the meeting; or
 - ii. At the time the advice is given.
 - iii. A requirement described under items (a) and (b) exclude an interest referred to in S 5.60 of the *Local Government Act 1995*.
- (c) A person is excused from a requirement made under items (a) or (b) to disclose the nature of an interest if -
 - i. The person's failure to disclose occurs because the person did not know he or she had an interest in the matter; or
 - ii. The person's failure to disclose occurs because the person did not know the matter in which he or she had an interest would be



discussed at the meeting and the person discloses the nature of the interest as soon as possible after becoming aware of the discussion of a matter of that kind.

- (d) If a person who is an employee makes a disclosure in a written notice given to the CEO before a meeting to comply with requirements of items (a) or (b), then –
 - i. before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
 - ii. immediately before a matter to which the disclosure relates is discussed at the meeting the person presiding is to bring the notice and its contents to the attention of the persons present.
- (e) If –
 - i. to comply with a requirement made under item (a), the nature of a person's interest in a matter is disclosed at a meeting; or (ii) a disclosure is made as described in item (d)(ii) at a meeting; or
 - ii. to comply with a requirement made under item (e) (ii), a notice disclosing the nature of a person's interest in a matter is brought to the attention of the persons present at a meeting, the nature of the interest is to be recorded in the minutes of the meeting.

3. PERSONAL BENEFIT

3.1 Use of Confidential Information

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

3.2 Intellectual Property

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

3.3 Improper or Undue Influence

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

3.4 Gifts

Definitions:

In this clause, and in accordance with the Local Government (Administration) Regulations 1996 –

“activity involving a local government discretion” means an activity

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



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

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

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

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

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

- (a) a gift worth \$300 or more; or*
 - (b) a gift that is one of 2 or more gifts given to the employee by the same person within a period of 6 months that are in total worth \$300 or more.*
- (a) A person who is an employee is to refrain from accepting a prohibited gift from a person who*
 - i) is undertaking or seeking to undertake an activity involving a local government discretion; or*
 - ii) It is reasonable to believe is intending to undertake an activity involving a local government discretion.*
 - (b) A person who is an employee and who accepts a notifiable gift from a person who*
 - i) is undertaking or seeking to undertake an activity involving a local government discretion; or*
 - ii) it is reasonable to believe is intending to undertake an activity involving a local government discretion must notify the CEO, in accordance with item (c) and within 10 days of accepting the gift, of the acceptance.*
 - (c) The notification of the acceptance of a notifiable gift must be in writing and include*
 - i) the name of the person who gave the gift; and*
 - ii) the date on which the gift was accepted; and*
 - iii) a description, and the estimated value, of the gift; and*
 - iv) the nature of the relationship between the person who is an employee and the person who gave the gift; and*
 - v) if the gift is a notifiable gift under paragraph (b) of the definition of “notifiable gift” (whether or not it is also a notifiable gift under paragraph (a) of that definition)*
 - (1) a description; and*
 - (2) the estimated value; and*
 - (3) The date of acceptance, of each other gift accepted within the 6 month period.*
 - (d) The CEO is to maintain a register of notifiable gifts and record in it details of notifications given to comply with a requirement made under item (c).*



- (e) This clause does not apply to gifts received from a relative (as defined in S 5.74(1) of the *Local Government Act*) or an electoral gift (to which other disclosure provisions apply). (f) This clause does not prevent the acceptance of a gift on behalf of the local government in the course of performing professional or ceremonial duties in circumstances where the gift is presented in whole to the CEO, entered into the Register of Notifiable Gifts and used or retained exclusively for the benefit of the local government.

3.5 Purchasing Rewards/Loyalty Programs and Competition Prizes

Staff must not gain private advantage from public expenditure. Therefore, they must not:

- (a) enter competitions where eligibility to enter is based on the Local Government being a customer of the business offering the competition and if you were not Councillor, Committee Member, employee, or volunteer of the Local Government you would not be eligible to enter;
- (b) claim incentive points or bonuses on personal reward/loyalty programs from purchases made using Local Government funds, such as (but not limited to) Frequent Flyer points, Flybuys, Everyday Rewards;
- (c) Accept lucky door prizes or raffle prizes whilst attending Local Government-paid events, functions, professional development activities, or whilst engaging in official duties.

Any unintended or inadvertent private advantage gained by Council Members, Committee Members, staff, or volunteers in the course of their duties (e.g. corporate business travel loyalty points) must be surrendered to the Local Government, or disclosed and then used only for Local Government business and with the CEO's or (in the case of the CEO) President's approval.

4. CONDUCT OF STAFF, VOLUNTEERS AND CONTRACTORS

4.1 Personal Behaviour

Staff, volunteers and contractors will:

- a) act and be seen to act, properly and in accordance with the requirements of the law and the terms of this Code;
- b) perform their duties impartially and in the best interests of the Local Government and the community uninfluenced by fear or favour;
- c) act in good faith (i.e. honestly, for the proper purpose, and without exceeding their powers) in the interests of the Local Government and the community;
- d) make no allegations which are improper or derogatory (unless true and in the public interest) and refrain from any form of conduct, in the performance of their official or professional duties, which may cause any reasonable person unwarranted offence or embarrassment; and
- e) always act in accordance with their obligation of fidelity to the Local Government; and
- f) refrain from publicly criticising Councillors in a way that casts aspersions on their professional competence and credibility.

Council Members will represent and promote the interests of the Local Government, while recognising their special duty to their own constituents.

**4.2 Honesty and Integrity**

Staff, Volunteers and Contractors will:

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

4.3 Performance of Duties

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

4.4 Compliance with Lawful Orders

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

Council Members, Committee Members, staff, volunteers and contractors will give effect to the lawful policies of the Local Government, whether or not they agree with, or approve of them.

4.5 Administrative and Management Practices

Council Members, Committee Members and staff will ensure compliance with proper and reasonable administrative practices and conduct, and professional and responsible management practices.

4.6 Corporate Obligations**a) Standard of Dress**

Staff are expected to comply with neat and responsible dress standards at all times.

Accordingly:

- i) Staff will dress in a manner appropriate to their position, in particular when attending meetings or representing the Local Government in an official capacity.
- ii) Management reserves the right to adopt policies relating to corporate dress and to raise the issue of dress with individual staff.

b) Communication and Public Relations

- i) All aspects of communication by staff (including verbal, written or personal), involving the Local Government's activities should reflect the status and objectives of the Local Government. Communications should be accurate, polite and professional.



5. DEALING WITH LOCAL GOVERNMENT PROPERTY

5.1 Use of Local Government Resources

Staff, Volunteers and Contractors will:

- a) Be scrupulously honest in their use of the Local Government's resources and shall not misuse them or permit their misuse (or the appearance of misuse) by any other person or body;
- b) Use the Local Government's resources entrusted to them effectively and economically in the course of their duties; and
- c) Not use the Local Government's resources (including the services of Shire staff) for private or business related purposes (other than when supplied as part of a contract of employment in the case of staff), unless properly authorised to do so, and appropriate payments are made (as determined by the Chief Executive Officer).
- d)

5.2 Travelling and Sustenance Expenses

Staff will only claim or accept travelling and sustenance expenses arising out of travel related matters which have a direct bearing on the services, policies or business of the Local Governments in accordance with the provision of the *Local Government Act*.

5.3 Access to Information

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



Agenda Item 12.3 - Attachment 2

Policy ELM07 Conduct of Public Question Time



ELM07 CONDUCT OF PUBLIC QUESTION TIME

Aim	To outline the procedure for the conduct of public question time at ordinary and special meetings of council and to any committee that is open to the public
Application	All Elected Members
Statutory Environment	<i>Local Government Act 1995 s5.24 – Question Time for Public Shire of Ashburton Standing Orders Local Law 2012</i>
Principles	Strategic Community Plan 2017 – 2027 (Desktop Review 2019) Goal 05 Inspiring Governance Objective 3 Council leadership
Approval Date	OMC 17 December 2019 (MINUTE: 722/2019)

Public Question Time

The procedures for Public Question Time is set out in the Shire of Ashburton Standing Orders.

A provision for public question time is made at each meeting of Council, and at Committees that are open to the public.

On attendance at a Meeting, members of the public are required to be provided with the guidance document '*Protocols Public Question Time – Council Meetings*' also available on the Shire website (www.ashburton.wa.gov.au) which gives information on the conduct of Public Question Time.

Members of the public are required to submit their public questions in writing, preferably on the *Public Question Form SOA CEO 143*. Public Question forms are available on the Shire website (www.ashburton.wa.gov.au) and at the venue of the Council/Committee Meeting immediately prior to meetings.



Department of Local Government Guidelines relating to Public Question time outline that elected members should not use question time to ask questions as many other alternatives are available to them.

If elected members are provided with questions from members of the public for presentation to Council as part of Question Time, the Councillor should provide a copy of the questions to the Chief Executive Officer as soon as practical after receiving them, and lodge the original document in the Question Time Tray on Council Meeting Day.

Question time is reserved for genuine questions only and is not intended to be used for the making of statements. Questions should ideally be submitted as early as possible prior to the meeting to enable research to be undertaken, thus enabling the most comprehensive response possible to be provided and avoiding the need to take the question(s) on notice.



Agenda Item 12.3 - Attachment 3

Policy ELM10 Financial Sustainability

**ELM10 FINANCIAL SUSTAINABILITY POLICY**

Aim	This policy establishes the financial sustainability framework for the Council. The policy is based on the Council's desire to plan for on-going financial sustainability to provide appropriate services and infrastructure for the community now and into the future. It provides the framework within which Council will achieve the aims set out in its long-term financial plan
Application	All Elected Members and Officers involved in the planning and financial management activities.
Statutory Environment	<i>Local Government Act 1995 Section 5.56(1)</i> <i>Local Government (Financial Management) Regulations Part 4</i>
Principles	Strategic Community Plan 2017 – 2027 (Desktop Review 2019) Goal 05 Inspiring Governance Objective 4 Exemplary team and work environment
Approval Date	OMC 17 December 2019 (MINUTE: 722/2019)

Financial sustainability at the Shire of Ashburton means that in committing to a financially sustainable future, no policy or other decisions will be made without considering the long-term financial impact of those decisions. In making this commitment, it is acknowledged that unexpected events will occur in the future and Council will plan for reasonably foreseeable contingencies, but given the inherent uncertainties about future events, it is impossible to plan for every eventuality.

The Council and relevant officers will plan and make decisions so that appropriate services and infrastructure, as outlined in the Strategic Community Plan (SCP) are provided at acceptable service levels for current and future generations in a cost effective and affordable manner.



POLICY STATEMENTS

Long-term Financial Plan

Council will adopt a 15 year Long-term Financial Plan (LTFP) that sets out the funding (revenue raising) and financing (paying for outlays) requirements for infrastructure and services to be provided to equitably meet its Strategic Plan's identified community needs and preferences and the aims contained in its Strategic Asset Management Plan. The LTFP will be based on community needs and substantial achievement of the required ratio targets for each of its primary financial sustainability indicators as set out below. This is required to meet the DLG advisory standard requirements of the Long Term Financial Plan.

Operating surplus ratio	Net operating surplus, divided by own source operating revenue, expressed as a percentage	This is an indicator of the extent to which revenues raised cover operational expenses only or available for capital funding purposes.	<p>Standard is not met if the operating surplus ratio is 0%</p> <p>Achieving standard is met if the operating surplus ratio is between 0% and 15%.</p> <p>Advanced standard is met if the operating surplus ratio is greater than 15%</p>
Current ratio or working capital ratio	Current assets divided by current liabilities. Expressed as 1:X, percentage or decimal figure * ^	This is a modified commercial ratio designed to focus on the liquidity position of a Local government that has arisen from past years transaction.	<p>Standard is not met if this ratio is any value lower than 1 as to 1.</p> <p>Achieving standard is met if the ratio is equal to an expression of 1:1 or greater (e.g. 100% or 1.0).</p>



Debt service cover ratio	Annual operating surplus before interest and depreciation divided by annual debt service payments interest). * ^	Also known as 'debt coverage ratio', This is the ratio of cash available for servicing debt interest, principal and lease payments.	<p>Standard is not met if this ratio is lower than 2.</p> <p>Achieving standard is met if this ratio is greater than or equal to 2.</p> <p>Advanced standard is met at a higher level if this ratio is greater than 5.</p>
Own Source Revenue Coverage Ratio	Own Operating Revenue divided by Operating Expense	This ratio is the measurement of local government's ability to cover costs through its own revenue efforts.	<p>Standard is not met if this ratio lower than 0.4</p> <p>Achieving standard is met if the ratio is between 0.4 and 0.9</p> <p>Advanced standard is met if the ratio is greater than 0.9</p>
Asset consumption ratio (ACR)	Depreciated replacement cost of (written value) by current replacement costs of depreciable assets. * ^	This shows the written down current value of local depreciable relative to their new' value in up date prices.	<p>Standard is not met if ratio data cannot be identified or ratio is than 50%</p> <p>Achieving standard is met if data can be identified and ratio is 50% or greater</p> <p>Standard is improving if ratio is between 60% and 75%</p>
	Expressed as a percentage.	The ratio highlights the aged condition of the local government's stock of	



Asset sustainability ratio (ASR)	Capital expenditure on replacement or renewal of assets divided by the depreciation expense.*^ Expressed as a percentage.	This measures the extent to which assets managed by the local government are being replaced as they reach the end of their useful lives.	<p>Standard is not met if ratio data cannot be identified or ratio is less than 90%</p> <p>Achieving standard is met if ratio data can be calculated and ratio is 90%</p> <p>Standard is improving if ratio is between 90% and 110%</p>
Asset renewal funding ratio	Net value of planned expenditure based on current Department guidance renewals ten years divided by net present value of the required renewals over the same period. Expressed as a percentage	This measures whether the government has the financial capacity to asset required, continue to provide levels of in future, additional operating income; or reductions in operating expenses; increase in net financial liabilities that projected.	<p>Standard is not met if ratio data cannot be identified or ratio is less than 75%</p> <p>Achieving standard is met if data can be identified and ratio is between 75% and 95%</p> <p>Standard is improving if ratio is between 95% and 105% and the ASR falls within the range 90% and 110% and ACR falls within the range of 50% to 75%</p>

Ref: INTEGRATED PLANNING AND REPORTING ADVISORY STANDARD WA
Department of Local Government September 2016.



The Council's LTFP will be monitored and progressively revised so that all primary indicators fall within their respective target ranges and then be maintained. Where primary indicators fall outside the acceptable limits, Council will take corrective action and revise plans so that indicators return to acceptable levels within the 15 year planning period.

The primary financial sustainability indicators are the long-term financial rules which will guide Council in making financial decisions and the target and acceptable ranges may be varied by Council over time.

Secondary financial sustainability indicators will be developed that will be useful benchmarks or cross-checks to consider in conjunction with the primary indicators. They are not 'the rules' in themselves, but they are intended to be helpful to assess the wider impacts of plans and decisions. Comparisons may also be made with other councils or industry benchmarks, and non-financial social and community sustainability indicators will also be considered in all planning and decision-making.

The ranges established for the primary financial sustainability indicators allow for some impact of future uncertainties and contingencies so that ongoing financial sustainability can be maintained. In addition, Council will prudently set aside reserves to fund future expenditure requirements. However, it is impossible to plan for every eventuality (e.g. natural disasters or major legislative changes impacting on local government), and Council may be required to undertake short-term corrective actions in the future to respond to unexpected events and immediate challenges to financial sustainability.

Management and Review

Council will manage the LTFP through the annual planning process, updating and maintaining the 15 year financial sustainability model and indicators, and the budgeting and review process. This will ensure that planned long-term service and infrastructure levels and standards are met without a need to unexpectedly increase rates and charges or reduce services.

The 10 year financial sustainability model will be utilised on an as need basis for strategic financial proposals or financial impacts, and for the Annual Budget process. The LTFP is reviewed annually in conjunction with the updating of Strategic Community Plan (SCP), Corporate Business Plan (CBP) and the Strategic Asset Management Plan (SAMP). This review will consider Funding (rating, grants and fees and charges), Asset Management (maintenance, renewals, replacement, acquisitions, disposals) and Service Levels (operating expenditure, full cost attribution, fully commercial).



The outcomes from the LTFP will form the basis for the development of the Council's budget for the following financial year. Progress towards the goals established in the LTFP will be monitored throughout the year through review of performance against budget on a monthly basis. On a half yearly basis, the financial sustainability model and indicators will be reviewed based on current financial forecast and trends. The quality and accuracy of the financial sustainability model data will be reviewed and findings will be incorporated in the following financial year's budgeting process.



Agenda Item 12.3 - Attachment 4

Policy ELM26 Chief Executive Officer Performance Review



ELM26 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW

Aim	Guidelines for the CEO Performance review process
Application	CEO and Elected Members
Principles	Strategic Community Plan 2017 – 2027 (Desktop Review 2019) Goal 05 Inspiring Governance Objective 4 Exemplary work and team environment

POLICY OBJECTIVE

To accord with s5.39c of the *Local Government Act 1995* and s15-19 of the *Local Government (Administration) Regulations 1996* in undertaking the performance review of the Chief Executive Officer (CEO).

PURPOSE

That the performance of the CEO be reviewed by the Shire at least once in relation to each year of employment using the performance criteria contained in the CEO's position description.

Objectives of The CEO'S Performance Review

The objectives of the Shire of Ashburton Council's performance reviews of CEOs are to seek continuous improvement, review and assess against key performance indicators (KPIs), identify impediments to enhanced performance and professional training and development opportunities.

Principles Underlying the CEO'S Performance Review

1. The CEO shall be performance reviewed if they have been employed for a term of more than one year.
2. The CEO shall be performance reviewed at least once in relation to each year of service with the Shire.
3. The Council and the CEO must agree in writing on the process by which the CEO's performance will be reviewed.
4. The Council and the CEO must agree in writing on any performance criteria to be met by the CEO that are in addition to the CEO's contractual performance criteria.
5. The Council shall carry out performance reviews of the CEO in an impartial and transparent manner.
6. The Council shall collect evidence regarding the CEO's performance in



respect of the contractual performance criteria and any additional performance criteria in a thorough and comprehensive manner.

7. The Council shall review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on evidence.
8. In consultation with the CEO, the Council shall agree to CEO performance objectives for the next review period and any variations to the CEO's conditions of employment.
9. Following a review of the performance of the CEO, the Council must by resolution of an absolute majority of the Council, endorse the review.
10. Immediately after the Council endorsement, Council will provide a written review outcome, including any identified performance issues that need to be addressed.
11. CEO to be notified of results of performance review.
After the local government has endorsed a review of the performance of the CEO under clause 18, the local government must inform the CEO in writing of
 - (a) the results of the review; and
 - (b) if the review identifies any issues about the performance of the CEO — how the local government proposes to address and manage those issues.

Document Control Box							
Document Responsibilities:							
Owner:	Director Corporate Services			Owner Business Unit:	Corporate Services		
Reviewer:	Manager Human Resources			Decision Maker:	Council		
Compliance Requirements:							
Legislation:	Section 5.39A Local Government Act 1995 Local Government (Administration) Regulations 1996 Division 3 – Standards for review of performance of Chief Executive Officers						
Industry:							
Organisational:	Code of Conduct Record Keeping Plan						
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1.	722/2019		OMC 17 December 2019				
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Agenda Item 12.3 - Attachment 5

Policy EMP16 Grievance Investigation and Resolution

**EMP16 GRIEVANCE INVESTIGATION AND RESOLUTION**

Aim	To provide guidance on processes in relation to receiving and actioning internal employee grievances.
Application	All staff
Statutory Environment	<i>Local Government Act 1995</i> <i>(WA) State Records Act 2000</i> <i>(WA) Privacy Act 1988 (cth)</i> <i>Freedom of Information Act 1992</i> <i>(WA) Equal Opportunity Act 1984</i> <i>(WA) Public Interest Disclosure Act (2003)</i> <i>Occupational Safety & Health Act 1984</i> <i>(WA) Fair Work Act 2009 (cth)</i>
Principles	Strategic Community Plan 2017 – 2027 (2019 Desktop Review) Goal 05 Inspiring Governance Objective 4 Exemplary team and work environment
Approval Date	OMC 20 November 2018

INTRODUCTION**Objectives**

All employees have a right to express any genuine grievances or complaints through an impartial internal process. All employees involved in a grievance process are expected to participate in good faith. For the purposes of this directive, the term "employee/s" will extend to cover contractors, volunteers and any person performing work for or with the Shire of Ashburton in any capacity.

Scope

This Policy applies to all workers performing work (paid and unpaid) for the Shire, including but not limited to direct hire, contractors, labour hire, project workers, volunteers and those performing work through a third party.

RESPONSIBILITIES

Complainant: An employee who raises a complaint about a matter regarding the workplace.

Respondent: An employee who is alleged to have acted in a manner which caused the complaint.



Support Person: A Complainant and/or a Respondent may choose to bring a Support Person with them to a meeting, where practicable. The role of a Support Person is not to advocate on behalf of anyone, but to simply provide emotional support.

Witness: A person (including an employee) who is requested by the Shire of Ashburton to assist the process by providing relevant information regarding the complaint.

Investigator: Appropriate Shire of Ashburton employee or a suitable person external to the Shire appointed to conduct investigations.

WHAT TO DO IF YOU HAVE A COMPLAINT

If a Complainant believes they are the victim of behaviour of a Respondent which is inconsistent with the Shire of Ashburton's policies, procedures or guidelines, the Complainant should, where reasonable or practicable, first approach the Respondent for an informal discussion. If the nature of the complaint is deemed to be sufficiently serious, the Complainant should contact his/her Manager or Human Resources directly, instead of approaching the Respondent.

If the alleged inappropriate behaviour continues, the Complainant is encouraged to make a formal complaint to his/her direct manager. If the direct manager is the Respondent in the matter or if the Complainant feels uncomfortable approaching his/her manager, the Complainant should approach Human Resources.

Where a complaint is received it must be forwarded in a timely manner to Human Resources for a decision upon the most appropriate way to take the matter forward, whether it is an informal discussion with the Complainant and/or the Respondent, or the commencement of a formal investigation of the complaint.

Any grievances lodged against the Chief Executive Officer are to be dealt with by the Shire President and Council under this policy. Grievances should be lodged with the Manager Human Resources or Director of Corporate Services.

INVESTIGATIONS

Shire Instigated Investigations

Where the Shire becomes aware of allegations of employee/s breaching Shire of Ashburton's policies, procedures or guidelines, an investigation may commence in accordance with this Policy. This is without the need of a formal complaint being lodged.

External Government Agencies

There may be times where the investigation of a complaint may be undertaken by an external government agency before or instead of being investigated by



the Shire. Circumstances include investigations being conducted by the Corruption and Crime Commission (CCC), Public Sector Commission (PSC) or the Police.

Stand Down

Where allegations of misconduct are considered by the Chief Executive Officer (or President) to be sufficiently serious or pose a threat to health and safety the Respondent may be stood down while the matter is being investigated.

KEY PRINCIPLES IN THE COMPLAINT PROCESS

The following principles are necessary for the fair investigation and resolution of a complaint:

Confidentiality

Only the employees directly investigating or addressing the complaint will have access to the information about the complaint. The Chief Executive Officer (President) may inform or appoint a third party to investigate and advise on the investigation. All parties involved in dealing with a complaint are required to keep the matter confidential. Only the outcome to the investigation will be placed on the employee's personal file. All documentation will otherwise be kept in a confidential file; and

Impartiality

Both parties will have an opportunity to put their cases forward. No assumptions are made and no action will be taken until available and relevant information practicable has been collected and considered. No employee who is a Witness or Respondent may be involved in any decision making capacity as to the outcome of the grievance; and

Sensitivity

The employees who assist in responding to complaints should be specifically trained or equipped to treat all complaints sensitively and ensure the process is free of coercion or intimidation; and

Timeliness

The Shire aims to deal with all complaints as quickly as possible and in accordance with any legislative requirements; and

Documented

All complaints and investigations must be documented. In formal grievance processes, records must be kept of all documents collected and/or drafted as part of that process. For more informal processes, a file note or note in a diary may be sufficient; and

Follow the Principles of Natural Justice

The principles of natural justice provide that:

- A Respondent against whom allegations are made as part of a grievance process has the right to respond to the allegations before any determination is made;
- A Respondent against whom an allegation is made has the right to be told



- (where possible and appropriate) who made the allegation;
- Anyone involved in the investigation must be unbiased and will declare any conflict of interest;
- Decisions must be based on the balance of probability arising from the
- objective considerations and substantiated facts; and
- The Complainant and the Respondent have the right to have a support person present at any meetings where practicable.

Procedurally Fair

The principles of procedural fairness provide that:

- The Respondent is advised of the details (as precisely and specifically as possible) of any allegations when reasonably practicable;
- A Respondent is entitled to receive verbal or written communication from the Shire of Ashburton of the potential consequences of given forms of conduct, as applicable to the situation;
- The Respondent is given an opportunity to respond to any allegations made against him/her by a Complainant;
- Any mitigating circumstances presented to the Chief Executive Officer (President) through the grievance process are investigated and considered;
- Any witnesses who can reasonably be expected to help with any inquiry or investigation process should be interviewed; and
- All interviews of witnesses are conducted separately and confidentially.

OUTCOMES OF MAKING A COMPLAINT

Where a complaint is substantiated, there are a number of possible outcomes:

- If the complaint involves a performance issue, the manager of the Respondent may commence a formal or informal performance management process with the Respondent or elect to discipline the Respondent in accordance with the applicable industrial instruments, policies, and management directives; or
- If the complaint involves a breach of a Policy or any other behaviour that is inconsistent with the employment relationship, the manager of the Respondent, in consultation with Human Resources, may elect to discipline the Respondent in accordance with the applicable industrial instruments, policies, and management directives.

Vexatious or Malicious Complaints

Where a Complainant has been found to have deliberately made a vexatious or malicious complaint that Complainant may be subject to disciplinary action, including but not limited to, termination of employment.

**Victimisation of Complainant**

A Complainant must not be victimised by the Respondent or any other employee of the Shire for making a complaint. Anyone responsible for victimising a Complainant may be subject to disciplinary action, including but not limited to, termination of employment.

Patterns of unsubstantiated Complaints

Where an abnormally strong pattern of separate unsubstantiated complaints about a given Respondent becomes apparent, the matter may be considered further from a performance management or disciplinary perspective.

VARIATION TO THIS POLICY

This Policy may be cancelled or varied by Council from time to time.

RELATED DOCUMENTS

- EMP22 Discrimination, Harassment, & Bullying Management Directive
- ELM04 Code of Conduct
- EMP01 Equity of Opportunity Policy and Procedure
- EMP16 Grievance Resolution Procedure
- CORP2 Misconduct Prevention Directive



Agenda Item 12.3 - Attachment 6

Policy EMP25 Fitness for Work

**EMP25 FITNESS FOR WORK**

Aim	To provide guidance on Council's expectations of employees in relation to fitness for work
Application	All workers performing work (paid and unpaid) for the Shire, including but not limited to direct hire, contractors, labour hire, project workers, volunteers and those performing work through a third party.
Statutory Environment	<i>Occupational Health & Safety Act 1984</i> Fair Work Regulations 2009
Principles	Strategic Community Plan 2017 – 2027 (2019 Desktop Review) Goal 05 Inspiring Governance Objective 4 Exemplary team and work environment
Approval Date	OMC 17 December 2019 (MINUTE: 722/2019)

1 INTRODUCTION**1.1 Objectives**

The principle objective of this Policy is to highlight the Shire of Ashburton's ongoing commitment to its workers and meeting its obligations under the *Occupational Safety & Health Act 1984* of creating and maintaining a safe work environment, by managing and reducing the risks associated with personnel presenting to, or throughout the day, being in an unfit state.

1.2 Purpose

The purpose of this Policy is to identify the risks and to put measures in place to ensure all workers are aware of their obligations and the Shire's commitment to fitness for work. Conditions which could impact on a person's fitness for work (FFW) include, but are not limited to:

- Sleep deprivation
- Physical injury
- Temporary or ongoing illness
- Alcohol use and subsequent impairment
- Other drug use; prescription, over the counter and illicit
- Stress
- Emotional distress
- Mental health
- Grief and loss
- Family issues



1.3 Scope

This Policy applies to all workers performing work (paid and unpaid) for the Shire, including but not limited to direct hire, contractors, labour hire, project workers, volunteers and those performing work through a third party.

2 RESPONSIBILITIES

2.1 Directors, Supervisors and Leaders

Directors, Supervisors and Leaders remain accountable for the following in relation to FFW at the Shire:

- Assess and report on any person who appears to be, or has been reported as being, unfit for duty
- Seek advice from the Human Resources (HR) Team if they are concerned a person may not be fit for work
- Ensure workers comply with this Policy
- Maintain accurate and confidential documentation relating to FFW events
- Reinforce the need for reporting any FFW issues and for individual self-awareness and management of their exposure to alcohol and other drugs to ensure safe work conditions for all

2.2 All Personnel

All persons performing work for the Shire remain accountable for the following in relation to FFW at the Shire:

- Ensure they are fit for work with no impairment or other factors that compromise their own safety, or the safety of others
- Notify their direct Supervisor, Shire representative or HR if they are concerned about their FFW
- Participate in health, wellbeing and FFW activities where requested by the Shire
- Comply with health monitoring and FFW requirements

3 FITNESS FOR WORK CONTROLS

3.1 Medical Assessments

The purpose of medical assessments is to identify and allow the Shire to manage preexisting conditions, injuries or illnesses which may otherwise predispose personnel to further injury or illness.

Depending on the role and risk, candidates may be required to undergo pre-employment medical assessments prior to appointment. The pre-employment medical assessment measures the individual's functional capacity against the Position Description and range of tasks involved in the role.

3.2 Pre-Employment Medical Assessment Requirements

The following table outlines the general pre-employment medical assessment (PEMA) requirements based on the risk of the role. The Shire may also at any time request additional assessments to be completed. A PEMA must be completed by a certified medical practitioner.



Risk ID	Examples of Roles	Medical Requirement
Low Risk	Nonphysical roles e.g. Administration, Finance, primarily office based	Medical declaration questionnaire and Drug and Alcohol Screen (DAS) prior to
Medium & High Risk	Field presence and small physical labour requirement or physical and labor intensive roles e.g. Safety Advisors, Technical Services, Rangers, Waste Operators, Town Maintenance Officers, Cleaners	Full medical assessment prior to commencement (PEM, Audiometry, and Spirometry & DAS).

3.3 Health Surveillance

Various health surveillance or health related activities may be requested by Health & Safety at any time which may include but is not limited to the following:

- Pathology testing
- Spirometry testing
- Fit testing
- Biochemical
- Skin screening

Health Surveillance is conducted for the purpose of monitoring changes to a person's health as a result of exposure to hazardous substances in accordance with the *Occupational Safety and Health Regulations 1996*.

The Shire will be responsible for Health Surveillance expenses and employees are expected to participate where requested and reasonable.

3.4 Training

All personnel will be inducted as to the requirements and their responsibility to present to work in a fit state as well as resources and support services available to them to help manage this process.

Authorised collectors shall be trained and qualified. Regular audits will be completed to ensure correct standards and protocols are maintained.

3.5 Drug & Alcohol Screens

All personnel may be subject to drug and alcohol testing on entry to site, commencement of work or at any time whilst performing work for the Shire. Testing (other than self-testing) will be conducted in accordance with AS/NZ Standards applicable at the time of testing by a suitably trained, qualified collector.

The Shire has a zero (0.00%) alcohol limit, and measures drug levels in accordance with AS/NZ Standards.

Types of testing are detailed in **Appendix A**



3.6 Prescription Medication

Prior to undertaking testing, the person must advise the tester if they are taking any medication such as over the counter or prescription. An attempt to declare after testing will not be considered under any circumstances. Some prescription and over the counter medication can register as a non-negative result when drug testing occurs. For example:

- Codeine™ with Opioids
- Codral™ with Opioids
- Demazin™ with Amphetamines
- Actifed™ with Amphetamines

All personnel have a responsibility to ensure they have consulted with their doctor or pharmacist as to what effect the drug or medication may have and if there is a risk that it may adversely affect their fitness for work, or lead to a positive test result.

If at any time personnel is taking medication or drugs which may affect their fitness for work, they have a responsibility to declare this to their Direct Supervisor or Human Resources in writing. This will allow the Direct Supervisor or Human Resources to arrange safe and suitable work tasks are assigned (where possible) or seek appropriate information to ensure the person and/or others are not placed at risk.

3.7 Mental Wellbeing

Mental wellbeing is a crucial factor for the overall health of employees in the workplace. Both internal and external factors can be a contributor to poor mental wellbeing and the Shire encourages employees to self-monitor and seek assistance if/where required.

Poor mental wellbeing can present itself in many ways and may include:

- Mood swings
- Low energy and motivation
- Anxiety and/or excessive worry
- Withdrawal
- Extreme confidence or energy

Where a person is considered unfit for work due to their level of mental wellbeing, they may be stood down from duties until such time as they are deemed fit to return. Any removal from the workplace or duties will only be done in consultation with HR.

Fatigue Management

Fatigue is a general term used to describe the feeling of being tired, drained or exhausted and is accompanied by poor judgment, slower reactions to events and decreased skill levels. Where the effects of fatigue and/or the nature of the work being performed induces fatigue causing impairment to a person's health and safety, the Shire will ensure that appropriate and reasonable action is taken. Identification of personnel who may be affected by fatigue may include:

- Self-assessment and voluntary disclosure by the person affected



- Direct observation of the persons behaviour
- Following workplace incidents or investigations

Where a person is unfit for work due to fatigue, they may be stood down from duties until such time as they are deemed fit to return. Any removal from the workplace or duties will only be done in consultation with HR.

3.8 Employee Assistance Program

To assist personnel, the Shire's Employee Assistance Program is available to all Shire employees and their immediate family members. The program consists of professional counselling services in a number of areas, which include, but are not limited to:

- Drugs and alcohol
- Personal affairs
- Support services
- Addictions
- Stress

Contract companies should ensure they have a designated contact point for their personnel to approach to and discuss any related issue. These discussions must remain confidential.

3.9 Provision for Medical Assessment

A person may be referred to a certified medical practitioner of the Shires choosing for a fitness for work medical assessment coordinated by HR where the Shire has a genuine indication of the need for such examination and in deciding the need will take into account the following:

- Has there been a prolonged absence from the workplace without explanation or evidence?
- Has adequate medical information been provided to explain the absence and demonstrate the person's fitness for work?
- What level of risk is involved in the person's normal duties?
- Are there legitimate concerns that the person's illness or injury will impact on others in the workplace?

Where a certified medical practitioner will not, or is unable to confirm a person's fitness for the stated duties, they will be requested to refer the person to a specialist. Further action will be dependent on the fitness for duty report.

3.10 Work Related Injury or Illness

All work related injuries or illnesses will be dealt with by the Health & Safety Team in accordance with Injury Management and/or Workers Compensations processes.

3.11 Non-Work Related Injury or Illness (NWRI)

Non work related injury or illness (including physical, mental or psychological conditions) are those which do not arise out of the course of employment or have not been deemed compensable under the *Workers Compensation and Injury Management Act 1981*. If an employee experiences a significant non work related injury or illness that has the potential to impact on their ability to



undertake the full duties of their position, then a medical clearance from their treating practitioner, confirming the employees abilities to undertake the duties of their role, will be required before returning to work.

If an employee presents to work and is subsequently unable to carry out the duties of their position, or where their Supervisor reasonably believes there is a risk to them or other employees, the employee may be stood down in consultation with HR until independent medical advice is received, confirming their fitness for work.

3.12 Alcohol and Drugs in Shire Workplaces

Unless there is express written permission from the CEO, no personnel are to consume or store alcohol and/or drugs in Shire workplaces. This includes any place where work is conducted and in Shire vehicles.

Random searches of workplaces and vehicles may be conducted which may include bag searches.

Where an approved event has taken place in a Shire workplace, any remaining alcohol must be removed immediately following the event.

4 RISKMANAGEMENT

4.1 Self-Management

Any person, who believes they may be unfit for work for any reason is expected to inform their Direct Supervisor accordingly and not to commence work. Self-management is also supported by access to hand held and wall mounted testing units, available on request. The results from these units are for personal use only and cannot be used as evidence.

4.2 Identify & Assess

Where it is suspected that a person has presented to work in an unfit condition or such condition arises while at work, an assessment must be carried out and may include:

- Face to face discussion between Direct Supervisor and the employee
- Determine whether prescribed or over the counter medication may be producing their behaviour
- Assess work duties that may contribute to levels of stress or fatigue
- Arrange for a medical assessment (in conjunction with HR)
- Arrange for testing of alcohol and/or other drugs
- Psychological/emotional assessment
- Where practicable, obtain witness statement of incident involving affected person

Action

If, following an assessment, there is concern for the wellbeing of the person and their fitness for work, then appropriate action to ensure their safety is to be taken. Such action may include:

- Arrangements for further medical treatment
- Offer for appropriate and reasonable counselling such as EAP services



- The person being stood down from duties and suitable transport being arranged
- Inform the person they are being stood down from work pending investigation
- Develop an appropriate review and case management plan if applicable
- Keep in regular contact with the person, offer support and assistance where appropriate.
- Consultation with HR is essential as is confidential documentation

5 DISCIPLINARY ACTION

Section 1.07(3)(b) of the *Fair Work Regulations 2009* defines serious misconduct as an employee being intoxicated at work and as such, non-compliance with this Policy may result in disciplinary action being taken, up to and including termination of employment, or removal from the Shire workplace if a contractor.

Each case of fitness for work will be treated individually and will be in accordance with Shire Policies, Standards and related Directives.

If personnel refuse a request to undertake a test in accordance with this Policy, or intentionally leave the workplace without participating in a test, they will be deemed to have returned a confirmed positive result. The collector must notify HR and the persons Director immediately for all positive and non-negative cases.

6 RECORDKEEPING

All test results, whether positive or negative, will be maintained in a confidential personnel file in accordance with recording keeping requirements.

Non-negative drug screening test result will not be considered a positive result until confirmed by a secondary confirmatory test.

7 RELATED DOCUMENTS

Shire of Ashburton Enterprise Agreement 2017 (or superseded)

8 APPENDICES

8.1 APPENDIX A - Types of Testing Random Testing

It is a condition of work with the Shire that all personnel will submit to random drug and alcohol testing if selected.

Positive results for illicit drugs, miss-use or failure to declare illicit drugs or alcohol, or other relevant information (such as a person's refusal to test or tamper with a sample) will be provided to the Shire's HR Team, CEO and relevant Director. If the person is a contractor, this information will be provided to their employer who will be expected to implement appropriate action in accordance with this Policy.

**Blanket Testing**

The Shire will administer blanket testing of personnel for drugs and/or alcohol at any time. Blanket testing is defined as testing of persons within a defined area or work group at any time, including consecutive testing carried out each day.

For Cause Testing

For cause testing will be carried out where:

1. There is an incident;
2. The person displays behaviour that raised concerns; or
3. There is evidence of possible recent drug or alcohol use.

Information about for cause test results may be made available if required, for any subsequent incident investigations.

For cause testing will only be carried out following approval from HR in consultation with the S&W Team.

Alcohol Self-Testing

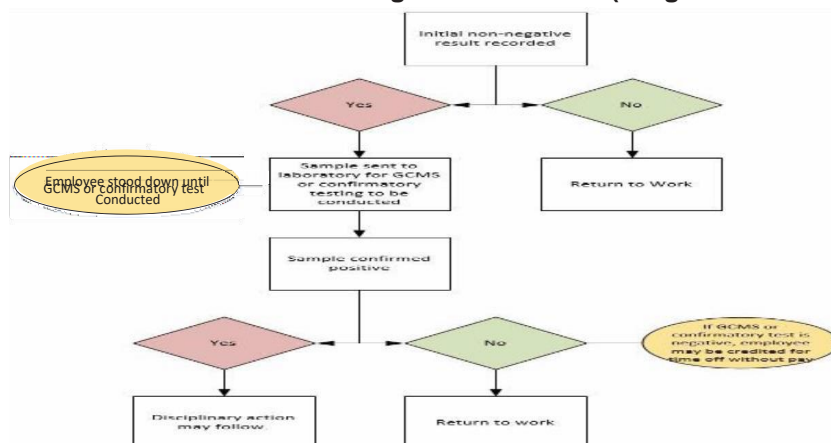
Personnel may choose to regulate their own fitness for work by undertaking a self-test prior to presenting for work.

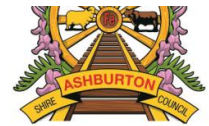
Where following self-testing a person notifies his or her Direct Supervisor that they will not be commencing work due to fitness for, the Direct Supervisor must make arrangements for the safe transport of the person to their accommodation as appropriate.

NOTE: Self testing is not considered to be a positive result for the purpose of this Policy and will be managed through appropriate performance management as an attendance issue, not as fitness for work.

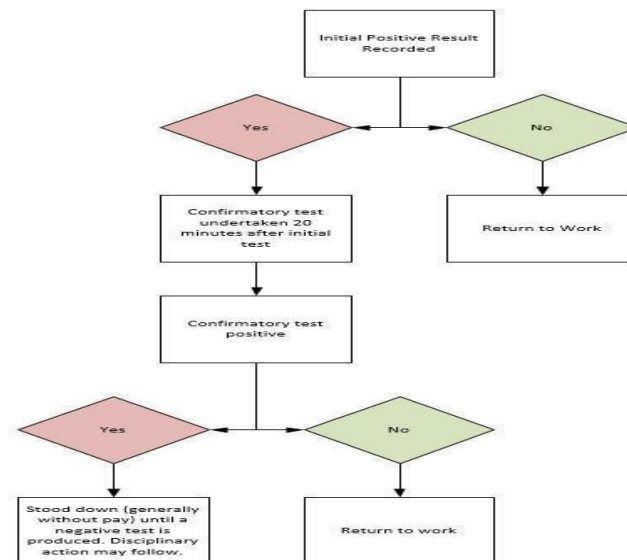


8.2 APPENDIX B – Testing Procedure (Drugs and Illicit Substances)





8.3 Appendix C – Testing Procedure (Alcohol - BrAC)





Agenda Item 12.3 - Attachment 7

Policy EMP37 Salary Sacrifice

**EMP37 SALARY SACRIFICE**

Aim	To outline the parameters for the provision of various Salary Packaging options
Application	All Staff
Statutory Environment	Shire of Ashburton Enterprise Agreement
Principles	Strategic Community Plan 2017 – 2027 (2019 Desktop Review) Goal 05 Inspiring Governance Objective 4 Exemplary team and work environment
Approval Date	OMC 17 December 2019 (MINUTE: 722/2019)

Objective

The objective of this policy is to provide the guiding document for the provision of various salary packaging options to eligible Shire of Ashburton employees. Salary Packaging is primarily an attraction and retention tool and hence this policy aims to increase staff attraction and retention.

Policy Statement

This Policy is applicable to all full time, part time and fixed term employees (longer than 12 months duration). It provides for the salary packaging of an Allowable Benefit with specific eligibility criteria applicable relevant to the Allowable Benefit sought. For clarity superannuation is already offered as a salary packaging benefit by Council and will continue to be offered outside of this Policy to all employees including casual employees.

Term	Meaning
Allowable Benefit	Refers to the following range of Salary Packaging Benefits: <ul style="list-style-type: none"> • Work related items – i.e. laptops, mobile phones. • Aquatic/Leisure Centre and Child Care Fees (at Shire operated premises only). • Novated Leasing of Vehicles. • Remote Area Housing Benefit. • Rental • Mortgage Interest • Remote Area Domestic Energy • Airline Lounge Membership.
ATO	Australian Taxation Office.
Base Cash Salary	Remuneration in accordance with relevant workplace agreement or contract of employment paid by way of regular periodic cash payments subject to PAYG tax. This does not include superannuation guarantee contributions.
Benefit	Any non-cash benefit and cash payment (other than base salary) made or expected to be made for the benefit of the employee.



Fringe Benefit Tax (FBT)	Tax payable by the Shire to the Government on some categories of benefits provided to employees.
FBT Year	1 April to 31 March each year.
Management	Any employee who has direct responsibility for supervision of one or more workers.
PAYG	Pay As You Go taxation.
Remote Area	Area which is one of the following: <ul style="list-style-type: none"> • At least 40 kms from an urban centre with a population of 14,000 or more. • At least 400 kms from an urban centre with a population of 130,000 or more.
Salary Packaging	An arrangement between an employee and employer whereby the employee elects to exchange Base Cash Salary for a Benefit but for the purposes of this Policy does not include superannuation
Total Remuneration	Total package value assigned to the permanently occupied position that the employee is entitled to receive under an agreement or contract of employment with the Shire expressed as an annual sum.

Content

Salary Packaging will be made available to employees as a benefit in accordance with Shire internal procedures and in accordance with ATO legislation, rulings, and any other relevant legislation, as amended from time to time, but only to the extent of an Allowable Benefit as defined in this Policy.

Salary packages will be adjusted accordingly (within an employee's agreed Total Remuneration) to account for variations in a salary packaging arrangement, including variations in an Allowable Benefit, taxation, and scheme participation.

Salary Packaging arrangements will be administered at minimal financial cost to the Shire and where required by the CEO, by an external Salary Packaging provider approved by the Shire. As part of any Salary Packaging arrangement, the cost of administering the package (if applicable) is to be met by the participating employee.

Any Fringe Benefits Tax (FBT) or other tax liability is to be met by the participating employee.

All employees entering into a Salary Packaging arrangement must enter into an agreement appropriate to the type of Benefit. All employees must ensure compliance with the agreement entered into and all organisational practices and procedures, as amended from time to time.

It is an individual employee's responsibility to monitor packaging arrangements and to be aware of and responsible for any individual consequences of participating in an arrangement relating to an Allowable Benefit. The Shire strongly urges employees contemplating Salary Packaging to seek independent financial or other appropriate advice. Benefits of participation will vary according to individual circumstances and individual



participation, therefore participation is a matter of individual employee decision, responsibility and risk.

Responsibilities

Elected Members are responsible for:

- Adopt and review this policy on a periodic basis as required.

CEO is responsible for:

- Endorse and enforce all standards documented in this policy;
- Endorse and enforce Salary Packaging internal procedures which include, but are not limited to:
 - Eligibility and participation criteria ○
 - Rules for application of Salary Packaging;
 - Processes and/or forms to ensure an effective, compliant scheme;
 - Information capture requirements; ○ Training requirements.
- Regularly review Salary Packaging opportunities to continuously identify opportunities for improved attraction and retention of staff;
- Establish mechanisms to monitor compliance with this policy; and
- Establish processes to deal with instances of non-compliance to this policy or related internal procedures.

Eligibility

Specific eligibility and participation criteria apply dependant on an employee's employment status at a point in time, and the Allowable Benefit provided. The Shire's internal procedures detail criteria further to that outlined below.

Work Related Items

The following items, where used for work purposes only and not provided by the Shire, may be paid for from an employee's pre-tax salary:

- portable electronic devices (laptops, mobile phones and PDA's)
- protective clothing
- briefcase
- calculator
- computer software

There is a limit of one item per category per FBT year. Novated Leasing of Vehicles
Novated car leases for new or used cars may be packaged by employees. A car classified as 'luxury' by the ATO cannot be salary packaged. Novated leases may not be entered into for Shire provided (fleet) vehicles.

In entering into a novated lease, Council and an employee will enter into an agreement with the financier whereby Council will ensure repayments under the finance lease are made by deducting the repayment amount from the employee's salary.

The employee will own the vehicle and has the right to take the vehicle with them should they leave employment of the Shire, with responsibility for the vehicle passed on to the employee.

Remote Area Housing

Eligible employees may salary package the following items under this Policy:

Rent - Private Rentals

Employees renting privately (i.e. employees who have a rental agreement with a landlord or agency), within a Remote Area can apply to salary package 50% of their rental value tax free through being paid part of their Total Remuneration as a non-taxable remote housing



reimbursement. Their Base Cash Salary will be reduced accordingly.

Mortgage Interest

Subject to qualifying criteria outlined in the Shire's operational practice and procedure, employees with a mortgage on their home which is in a Remote Area can apply to salary package their interest expenses on the mortgage. The home must be their usual place of residence.

The employee receives reimbursement of 100% of their interest expenses paid through being paid part of their Total Remuneration as a reimbursement. Their Base Cash Salary will be reduced accordingly. 50% of the reimbursement does however attract FBT, which is payable by the employee. The reimbursement is not a reportable fringe benefit and is therefore exempt from payment summary reporting.

The employee is only able to package interest paid during the period of their employment with the Shire of Ashburton.

Remote Area Domestic Energy

Subject to qualifying criteria outlined in the Shire's internal procedure, employees who package remote area housing benefits can apply to salary package 100% of the value of the cost of their residential electricity and gas expenses tax free through being paid part of their Total Remuneration as a reimbursement. Their Base Cash Salary will be reduced accordingly. 50% of the reimbursement does however attract FBT, which is payable by the employee. The reimbursement is not a reportable fringe benefit and is therefore exempt from payment summary reporting.

The employee is only able to package energy costs paid during the period of their employment with the Shire and for the period that they are / have been claiming a remote housing benefit.

Airline Lounge Membership

Employees can apply to salary package the cost of the following:

- Airline lounge membership joining fee
- Airline membership annual renewal fee

Their Base Cash Salary will be reduced accordingly. These membership fees are "tax free" when provided to an employee as part of a Salary Packaging arrangement.

Membership fees to more than one airline lounge facility are permitted.

Frequent Flyer membership fees are not eligible for salary packaging as they do not give an entitlement to use an airline lounge facility.

ASSOCIATED DOCUMENTS

Internal: EMP19 Residential Employee Accommodation (Directive)



Agenda Item 12.3 - Attachment 8

Policy ENG06 Temporary Road Closures

**ENG06 TEMPORARY ROAD CLOSURES**

Aim	To clarify Council's role when closing roads for which the Council has responsibility.
Application	All Staff.
Statutory Environment	<i>Local Government Act 1995 Section 3.50(1a) and 3.50(4)</i>
Principles	Strategic Community Plan 2017 – 2027 (2019 Desktop Review) Goal 01 Vibrant and Active Communities Objective 1 Connected, caring and engaged communities
Approval Date	OMC 17 December 2019 (MINUTE: 722/2019)

OBJECTIVE

Unless otherwise stated, the Shire shall practice its rights and obligations to close, and subsequently re-open any road under its responsibility in accordance with provisions of the Local Government Act 1995, and the Local Government (Functions and General) Regulations 1996.

Specifically, where the Shire is required to issue local public notice, the broadcast of road status via the Councils Road Condition Reports, from time to time occur as conditions change, and the issue of local public notice shall be in accordance with Section 1.7 of the Local Government Act 1995.

Furthermore, where the Shire can reasonably determine that a road closure is expected to exceed a period of twenty-eight (28) days, the Shire shall:

- Give local public notice, in newsprint generally circulating in the district, giving details of the proposal to close such road;
- Give written notice to each land owner/occupier likely to be affected by the proposal to close such road; and
- Invite public comment on the proposal to close such land.

Where a road closure inadvertently exceeds a period of twenty-eight (28) days, the Council shall meet its obligations under provisions of the Local Government Act 1995.

***** Note - Road closures for Roadworks will require an approved Traffic Management Plan and Working in a Shire Reserve permit.**

**EXCEPTIONAL PERMITS**

Section 3.50 (2) of the Local Government Act allows the Shire to limit road closures to vehicles of any class, to particular times or to such other case or class of case as may be specified in the order and may contain exceptions.

To this end, the Shire recognises the need for remote residents to access supplies. It is therefore the intention of this policy to allow exceptions to approved vehicles granting limited access to traverse on selected closed roads.

Applicants seeking an exception to travel on a closed road must make formal application (Form SOA IS 020 Application for Exception to Travel on a Closed Road) to the Shire prior to undertaking any journeys on any closed road.

Where appropriate, the Shire may grant exceptions to pastoralists, Aboriginal Communities and Mining Enterprises on an as needs basis. The exception must be of an urgent nature and shall not be considered for the purposes of convenience to the applicant.

All applications shall be submitted to the Shire for consideration, on a case-by-case basis



Agenda Item 12.3 - Attachment 9

Policy ENG10 Guidelines for Urban Development

**ENG10 Guidelines for Urban Development**

Aim	To provide a guide to assist the Shire and the development industry in managing the assessment and approval processes relating to the installation of roads, drainage, pathways, earthworks, streetscapes and public open space in new subdivisions.
Application	All Staff
Statutory Environment	<i>Planning and Development Act 2005</i> Institute of Public Works Engineering Australia (WA Division Inc.) Shire of Ashburton Town Planning Scheme No 7
Principles	Strategic Community Plan 2017 – 2027 (Desktop Review 2019) Goal 04 Quality Services and Infrastructure Objective 3 Well planned towns
Approval Date	OMC 17 December 2019 (MINUTE: 722/2019)

Objectives

The Council will use the latest version of the “Local Government Guidelines for Sub divisional Development (Edition 2.3)” (Guidelines) document produced by the Institute of Public Works Engineering Australia (WA Division Inc.) (IPWEA) as basis for assessment and approving the installation of infrastructure relevant to the Shire.

The Guidelines will generally underlie and support subdivision conditions applied by the Western Australian Planning Commission (WAPC) pursuant to the *Planning and Development Act 2005*.

The Guidelines encompass current legislation and best practice minimum engineering standards.

They are intended to guide local government and the development industry through engineering specification, construction and post construction subdivision approval. It is understood that IPWEA has committed to update the guidelines on a biannual basis however the Council reserves the right to review any updated edition of the guidelines before it is considered for adoption under this policy.



Agenda Item 12.3 - Attachment 10

Policy FIN06 Significant Accounting

**FIN06 SIGNIFICANT ACCOUNTING POLICY**

Aim	To provide guidelines for the preparation of the financial report
Application	All staff
Statutory Environment	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i>
Principles	Strategic Community Plan 2017 – 2027 (Desktop Review 2019) Goal 05 Inspiring Governance Objective 04 Exemplary team and work environment
Approval Date	OMC 17 December 2019 (MINUTE: 722/2019)

(a) Basis of Accounting

The financial report is a general purpose financial report which has been prepared in accordance with applicable Australian Accounting Standards and the *Local Government Act 1995* (as amended) and accompanying regulations (as amended). The report has also been prepared on the accrual basis under the convention of historical cost accounting.

(b) 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.

(c) The Local Government Reporting Entity

All Funds through which the Council 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, but a separate statement of those monies appears as a Note to this financial report.

(d) 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.

(e) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments 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 financial position.

(f) Trade and Other Receivables

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 noncurrent 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 doubtful debts is raised when there is objective evidence that they will not be collectible.

(g) Inventories General



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.

Land held for sale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on the Council's intentions to release for sale.

(h) Fixed Assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses. Mandatory requirement to revalue non-current assets Effective from 1 July 2012, the *Local Government (Financial Management) Regulations* were amended and the measurement of non-current assets at Fair Value became mandatory.

During the year ended 30 June 2013, the Shire commenced the process of adopting Fair Value in accordance with the Regulations. Whilst the amendments initially allowed for a phasing in of fair value in relation to fixed assets over three years, as at 30 June 2015 all non-current assets were carried at Fair Value in accordance with the requirements.

Thereafter, each asset class must be revalued in accordance with the regulatory framework established and the Shire revalues its asset classes in accordance with this mandatory timetable. Relevant disclosures, in accordance with the requirements of Australian Accounting Standards, have been made in the financial report as necessary.

Land under control

In accordance with *Local Government (Financial Management) Regulation* 16(a), the Shire was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or Regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.

Initial recognition and measurement between mandatory revaluation

**dates**

All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework detailed above. In relation to this initial measurement, 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 Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework detailed above, are carried at cost less accumulated depreciation as management believes this approximates fair value. They will be subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework detailed above.

Revaluation

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognized against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Land under roads

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government. Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact *Local Government (Financial Management) Regulation 16(a) (i)* prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, *Local Government (Financial Management) Regulation 16(a) (i)* prohibits local governments from recognising such land as an asset. Whilst such treatment is inconsistent with the requirements of AASB 1051, *Local Government (Financial Management) Regulation 4(2)* provides, in the event of such an inconsistency, the *Local Government (Financial Management) Regulations* prevail. Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Shire.

Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements. When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:



- a) Restated proportionately with the change in the gross carrying amount of the asset so that the carrying amount of the asset after revaluation equals its revalued amount;
or
- b) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Major depreciation periods used for each class of depreciable asset are:		
Buildings	15 to 100 years	1-6.67%
Furniture and Equipment	4 to 10 years	10-25%
Computer Equipment	3 years	33.33%
Office Equipment	5 years	20%
Plant and Equipment	3 to 15 years	33.33%
Motor Vehicles	3-5 years	20-33%
Infrastructure Other	10-100 years	1 - 10%
Sewerage piping	100 years	1%
Footpaths	35 – 50 years	2 – 2.85%
Gravel Road Construction / Road Base Gravel Sheet	80 years 12 years	1.25% 8.33%
Formed Roads (unsealed) Construction Base	80 years	1.25%
Sealed Roads and Streets Construction / Road Base	80 years	1.25%
Major re-surfacing Bituminous Seals	14 years	7.14%
Asphalt Surfaces	30 years	3.33%

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period. An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount. Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.



Capitalisation threshold

Expenditure under the thresholds listed below is not capitalised. Rather, it is recorded on an asset inventory listing.

Land	Nil – (All Land Capitalised)
Buildings	10,000
Plant & Equipment	5,000
Furniture & Equipment	5,000
Infrastructure	10,000

(i) Fair Value of Assets and Liabilities

When performing a revaluation, the Shire uses a mix of both independent and management valuations using the following as a guide:

Fair Value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for



identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value

Cost approach

Valuation techniques that reflect the current replacement cost of an asset at its current service capacity.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs.

Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.



As detailed above, the mandatory measurement framework imposed by the Local Government (Financial Management) Regulations requires, as a minimum, all assets carried at a revalued amount to be revalued in accordance with the regulatory framework.

(j) Financial Instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the Shire becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Shire commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

Classification and subsequent measurement

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or at cost.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments and any reduction for impairment; and
- (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method.
- (d) The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.



Classification and subsequent measurement (continued)

- (i) Financial assets at fair value through profit and loss
Financial assets are classified as “fair value through profit or loss” when they are held for trading for the purpose of short-term profit taking. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss. Assets in this category are classified as current assets.
- (ii) Loans and receivables
Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss. Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.
- (iii) Held-to-maturity investments
Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the Shire has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Held-to-maturity investments are included in current assets, where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.

- (iv) Available-for-sale financial assets
Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available-for-sale financial assets are classified as non-current.

- (v) Financial liabilities
Non-derivative financial liabilities (excluding financial guarantees) are



subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Impairment

A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which will have an impact on the estimated future cash flows of the financial asset(s).

In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point. In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery if management establishes that the carrying amount cannot be recovered by any means at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.

Derecognition

Financial assets are derecognised where the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby the Shire no longer has any significant continual involvement in the risks and benefits associated with the asset.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

(i) Impairment of Assets

In accordance with Australian Accounting Standards the Shire's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying



amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard. For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year 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.

(l) 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 statement of financial position. The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Other long-term employee benefits

Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other 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 re measurements 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.

(m) **Borrowing Costs**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

(n) **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.

(o) **Leases**

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the Shire, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term. Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

(p) **Investment in Associates**

An associate is an entity over which the Shire has significant influence. Significant influence is the power to participate in the financial operating policy decisions of that entity but is not control or joint control of those policies. Investments in associates are accounted for in the financial statements by applying the equity method of accounting, whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the Shire's share of net assets of the associate. In addition, the Shire's share of the profit or loss of the associate is included in the Shire's profit or loss.

The carrying amount of the investment includes, where applicable, goodwill relating to the associate. Any discount on acquisition, whereby the Shire's



share of the net fair value of the associate exceeds the cost of investment, is recognised in profit or loss in the period in which the investment is acquired.

Profits and losses resulting from transactions between the Shire and the associate are eliminated to the extent of the Shire's interest in the associate. When the Shire's share of losses in an associate equals or exceeds its interest in the associate, the Shire discontinues recognising its share of further losses unless it has incurred legal or constructive obligations or made payments on behalf of the associate. When the associate subsequently makes profits, the Shire will resume recognising its share of those profits once its share of the profits equals the share of the losses not recognised.

(q) Interests in Joint Arrangements

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint ventures with an interest to net assets are classified as a joint venture and accounted for using the equity method. Refer to note 1(o) for a description of the equity method of accounting.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Shire's interests in the assets liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements. Information about the joint ventures is set out in Note 16.

(r) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 2(c). That note also discloses the amount of contributions recognized as revenues in a previous reporting period which were obtained in respect of the local government's operations for the current reporting period.

The Shire contributes to a number of Superannuation Funds on behalf of employees.

All funds to which the Shire contributes are defined contribution plans.

(s) 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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Shire's intentions to release for sale.

(t) **Rounding Off Figures**

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar.

(u) **Comparative Figures**

Where required, comparative figures have been adjusted to conform to changes in presentation for the current financial year. When the Shire applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statement, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

(v) **Budget Comparative Figures**

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.



Agenda Item 12.3 - Attachment 11

Policy FIN09 Authorised Signatures for Cheque Electronic
Funds Transfer Payments



FIN09 AUTHORISED SIGNATURES FOR CHEQUE/ELECTRONIC FUNDS TRANSFER (EFT) PAYMENTS

Aim	To develop procedures for the effective security and properly authorised use of cheques/EFT payments whilst ensuring that the Shire provides good customer service through the timely signing of cheques/ETFs
Application	All Staff
Statutory Environment	<i>Local Government Act 1995 Section 6.10</i> <i>Local Government (Financial Management) Regulations 1996 Part 2</i>
Principles	Strategic Community Plan 2017 – 2027 (Desktop Review 2019) Goal 05 Inspiring Governance Objective 4 Exemplary team and work environment
Approval Date	OMC 17 December 2019 (MINUTE: 722/2019)

All payments made by cheque/EFT require the authorisation of two signatories. The authorised signatories are to be a combination of:

- Chief Executive Officer and/or
- Directors



Agenda Item 12.3 - Attachment 12

Policy FIN20 Related Party Disclosures

**FIN20 RELATED PARTY DISCLOSURES**

Aim	The purpose of this policy is to ensure that the Shire of Ashburton's financial statements contain the disclosures necessary to draw attention to the possibility that its financial position may have been affected by the existence of related parties and by transactions and outstanding balances, including commitments, with such parties in line with the requirements of AASB 124 – Related Party Disclosures.
Application	Elected Members, Chief Executive and Designated Senior Employees
Statutory Environment	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i> <i>Australian Accounting Standard – AASB 124 Related Party Disclosure</i>
Principles	Strategic Community Plan 2017 – 2027 (Desktop Review 2019) Goal 05 Inspiring Governance Objective 3 Council leadership
Approval Date	OMC 17 December 2019 (MINUTE: 722/2019)

Identification of Related Parties

AASB 124 provides that the Shire of Ashburton will be required to disclose in its Annual Financial reports, related party relationships, transactions and outstanding balances.

Related parties includes a person who has significant influence over the reporting entity, a member of the key management personnel (KMP) of the entity, or a close family member of that person who may be expected to influence that person.

KMP are defined as persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly.

For the purposes of determining the application of the standard, the Shire of Ashburton has identified the following persons as meeting the definition of *Related Party*:

- An Elected Member
- Key management personnel being a person employed under section 5.36 of the *Local Government Act 1995* in the capacity of Chief Executive Officer or a designated senior employee appointed under section 5.37 of that Act as a Director
- Close members of the family of any person listed above, including that person's child, spouse or domestic partner, children of a spouse or domestic partner, dependents of that person or person's spouse or domestic partner



- Entities that are controlled or jointly controlled by an Elected Member, KMP or their close family members. Entities include companies, trusts, joint ventures, partnerships and non-profit associations such as sporting clubs.

The Shire of Ashburton will therefore be required to assess all transactions made with these persons or entities.

Identification of related party transactions

A related party transaction is a transfer of resources, services or obligations between the Shire of Ashburton (reporting entity) and the related party, regardless of whether a price is charged.

For the purposes of determining whether a related party transaction has occurred, the following transactions or provision of services have been identified as meeting this criteria.

Paying rates

- Fines
- Use of Shire of Ashburton owned facilities such as [Recreation Centre, Civic Centre, library, parks, ovals and other public open spaces (whether charged a fee or not)
- Attending council functions that are open to the public
- Employee compensation whether it is for KMP or close family members of KMP
- Application fees paid to the Shire of Ashburton for licences, approvals or permits
- Lease agreements for housing rental (whether for a Shire of Ashburton owned property or property sub-leased by the Shire of Ashburton through a Real Estate Agent)
- Lease agreements for commercial properties
- Monetary and non-monetary transactions between the Shire of Ashburton and any business or associated entity owned or controlled by the related party (including family) in exchange for goods and/or services provided by/to the Shire of Ashburton (trading arrangement)
- Sale or purchase of any motor vehicles, buildings or land owned by the Shire of Ashburton, to a person identified above
- Sale or purchase of any motor vehicles, buildings or land owned by a person identified above, to the Shire of Ashburton
- Loan Arrangements
- Contracts and agreements for construction, consultancy or services.

Some of the transactions listed above, occur on terms and conditions no different to those applying to the general public and have been provided in the course of delivering public service objectives. These transactions are those that an ordinary citizen would undertake with Council and are referred to as an Ordinary Citizen Transaction (OCT). Where the Shire of Ashburton can determine that an OCT was provided at arm's length, and in similar terms



and conditions to other members of the public and, that the nature of the transaction is immaterial, no disclosure in the annual financial report will be required.

Disclosure Requirements

For the purposes of determining relevant transactions, Elected Members and key management personnel as identified above, will be required to complete a Related Party Disclosures - Declaration form for submission to financial services.

Ordinary Citizen Transactions (OCTs)

This Policy serves to confirm that in the opinion of Management and the Council, based on the facts and circumstances, the following OCT's that are provided on terms and conditions no different to those applying to the general public and which have been provided in the course of delivering public service objectives, are unlikely to influence the decisions that users of the Council's financial statements

Make. as such no disclosure in the Related Party Disclosures - Declaration form will be required.

- Paying rates
- Fines
- Use of Shire of Ashburton owned facilities such as Recreation Centre, Civic Centre, library, parks, ovals and other public open spaces
- Attending council functions that are open to the public
- Application fees paid to the Shire of Ashburton for licences, approvals or permits.

Where these services were not provided at arm's length and under the same terms and conditions applying to the general public, Elected Members and KMP will be required to make a declaration in the *Related Party Disclosures - Declaration* form about the nature of any discount or special terms received.

All other transactions

For all other transactions, Elected Members and KMP will be required to make a declaration in the Related Party Disclosures - Declaration form.

Frequency of disclosures

Elected Council members and KMP will be required to complete a Related Party Disclosures - Declaration form annually or when they leave the Shire of Ashburton as an elected member or on cessation of employment, whichever comes earlier.

Confidentiality

All information contained in a disclosure return, will be treated in confidence. Generally, related party disclosures in the annual financial reports are reported in aggregate and as such, individuals are not specifically identified. Notwithstanding, management is required to exercise judgement in determining the level of detail to be disclosed based on the nature of a transaction or collective transactions and the materiality. Individuals may be specifically identified, if the disclosure requirements of AASB 124 so demands.

**Materiality**

Management will apply professional judgement to assess the materiality of transactions disclosed by related parties and their subsequent inclusion in the financial statements.

In assessing materiality, management will consider both the size and nature of the transaction, individually and collectively.

Related documents:

Related Party Disclosures – Declaration form SOA CEO 015.



Agenda Item 12.3 - Attachment 13

Policy FIN21 Rating

**FIN21 RATING**

Aim	The purpose of this policy is to ensure that the Shire of Ashburton applies the rating principles under the Act to any separately identifiable rateable portion of land within the district and to establish guidelines for the Gross Rental Valuation (GRV) rating of property whose predominant use is non-rural including but not limited to Transient Workers Accommodation (TWA) and other selected capital improvements on mining tenements and petroleum licences.
Application	Elected Members, Chief Executive and Designated Senior Employees
Statutory Environment	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i> Australian Accounting Standard – AASB 124 Related Party Disclosure
Principles	Strategic Community Plan 2017 – 2027 (Desktop Review 2019) Goal 05 Inspiring Governance Objective 3 Council Leadership
Approval Date	OMC 17 December 2019

Statutory Requirement

The Minister for Local Government, Sport and Cultural Issues has the responsibility for determining the method of valuation of land to be used by the Valuer General. Section 6.28 (1) & (2) of the *Local Government Act 1995* ("the Act") reads:

- (1) The Minister (for Local Government and Communities) is to –
 - (a) *determine the method of valuation of land to be used by a local government as the basis for a rate; and*
 - (b) *publish a notice of the determination in the Government Gazette.*
- (3) In determining the method of valuation of land to be used by a local government the Minister is to have regard to the general principle that the basis for a rate on any land is to be – *where the land is used predominantly for rural purposes, the unimproved value of the land; and*



- (a) *where the land is used predominantly for non-rural purposes, the gross rental value of the land.*

Local Government is required to make up any budget deficiency by applying a general rate set as a rate in the dollar of Unimproved Value (UV), or a rate in the dollar of the Gross Rental Value (GRV) of the land.

Section 6.32 (1) & (2) of the Act reads:

- (1) *When adopting the annual budget, a local government –*
- (a) *in order to make up the budget deficiency, is to impose a general rate on rateable land within its district, which rate may be imposed either –*
 - (i) *uniformly; or*
 - (ii) *differentially.*
- (2) *Where a local government resolves to impose a rate it is required to:*
- (a) *set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value; and*
 - (b) *set a rate which is expressed as a rate in the dollar of the unimproved value of rateable land within its district to be rated on unimproved value.*

When resolving to impose a rate, a local government may impose a uniform rate for each method of valuation or a differential general rates for each method of valuation.

Section 6.33 (1), (2), (3) & (4) of the Act reads:

- (1) *A local government may impose differential general rates according to any, or a combination, of the following characteristics:*
- (a) *the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or*
 - (b) *a purpose for which the land is held or used as determined by the local government; or*
 - (c) *whether or not the land is vacant land; or*
 - (d) *any other characteristic or combination of characteristics prescribed.*
- (2) *Regulations may:*
- (a) *specify the characteristics under subsection (1) which a local government is to use; or*
 - (b) *limit the characteristics under subsection (1) which a local government is permitted to use.*
- (3) *In imposing a differential general rate a local government is not to, without the*



approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.

(4) If during a financial year, the characteristics of any land which form the basis for the imposition of a differential general rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1) (a) applies.

Where the Minister changes the basis of valuation from UV to GRV, Council may resolve to apply the change of valuation immediately / or phase in any changes in valuation in accordance with Schedule 6.1 of the Act.

The Act enables local government to apply gross rental value as the basis for rating on a portion of land, which has a "relevant interest" (mining and petroleum). The Shire notes that the Minister for Local Government has implemented a Rating Policy – Valuation of Land - Mining (March 2016) to standardise the application of gross rental value to resource projects throughout the State.

The Minister's decision provides Council with the opportunity to GRV rate selected capital improvements, particularly TWAs, on resource tenements, to the benefit of the wider community, in general.

The Shire recognises that there may exist limitations placed on the Shire's ability to achieve its stated objective due to existing "State Agreement" legislation negotiated between the State Government and individual resource companies prohibiting the GRV rating of improvements on a number of specific sites although recent investigation proves that all existing agreements are without such restriction.

Principles

In applying the rating principles set out within the Act and in making the decisions on the purpose for which the land is held or used or identifying any other characteristics of the land, the following principles will be observed:

- Objectivity –
The use of land should be reviewed and determined on the basis of an objective assessment of relevant criteria. External parties should be able to understand how and why a particular determination was made.
- Fairness and Equity –
Each property should make a fair contribution to rates based on a method of valuation that appropriately reflects its use.
- Consistency –



Rating principles should be applied, and determinations should be made in a consistent manner. Like properties should be treated in a like manner.

- Transparency –
Systems and procedures for determining the method of valuation should be clearly documented.
- Administrative Efficiency –
Rating principles and procedures should be applied and implemented in an efficient and cost-effective manner.

GRV Transient Workers Accommodation

The following actions shall be taken in order to ensure that this Council Policy is applied in a fair and equitable manner.

- Council shall adopt a GRV Differential Rate in the dollar for resource-based TWAs, which reflects the demands these facilities place on Shire goods and services, relative to other GRV rated land uses within the Shire.
- All TWAs constructed within the Shire of Ashburton shall be subjected to an assessment, in accordance with this policy, at the time an “Occupancy Permit”, is issued for the facility, pursuant to the Western Australia Building Act 2011.
- All TWAs existing within the Shire on the date Council adopted this policy, shall be subjected to an assessment, in accordance with this policy, at the earliest practical date.
- The following TWAs shall be exempt from GRV rating•
 1. Facilities which have a life of less than 12 months; and
 2. Facilities which may be exempted by the provisions of “State Agreement” Legislation.
 - A GRV valuation estimate shall be obtained from Landgate’s Valuation and Property Section and an initial assessment made of the rate liability of the facility.
 - If it is deemed appropriate, Council will follow the procedures outlined in Rating Policy – Valuation of Land - Mining (March 2016) to obtain Ministerial permission to undertake the GRV Rating of Improvements on Mining Tenements and Petroleum Licence Sites.
 - A register listing the facilities rated pursuant to this policy, shall be maintained. Each facility shall be categorised as Short, Medium or Long Term, based on the following Criteria:
 - 1) Short Term Life expectancy of 12 months to 5 years
 - 2) Medium Term Life expectancy of more than 5 and up to 15 years
 - 3) Long Term Life expectancy of more than 15 years



- In April each year, each TWA will be contacted to determine their anticipated life expectancy and the register reviewed accordingly. Prior to the adoption of the annual budget, Council shall give consideration to the total rates collected under this policy and shall have regard to whether these funds are short-, medium- and long-term funding, when making budgetary commitments.

Systems and Procedures

In order for the Minister to ensure the rating principles under the *Act* are applied to any separately identifiable rateable portion of land within the district, the Shire is to have systems and procedures to:

- identify and record any changes in land use;
- review the predominant use of land affected by significant land use changes;
- consult with affected parties;
- obtain Council approval to apply to the Minister for a change in method of valuation; and ensure timely application to the Minister.
- maintain a register of planning and/or building and/or health and food inspection approvals outside of town-sites, such as mining camps.

The purpose for which the land is zoned shall form the initial guide to the predominant use of any land within the district.

A guide to the predominant use of land within the district based on the zoning under Local Planning Scheme 7 is detailed on the following page. Where the current predominant use of the land is different to the initial guide the basis for this determination should be clearly documented.

Guide to predominant use of land

Method of Valuation	Zone Grouping	Zones
Gross Rental Value (GRV) (Non- Rural Land Use)	Residential Zones	Residential
	Commercial Zones	Commercial and civic
		Tourism
	Industrial Zones	Mixed Business
		Industry
		Industrial and Mixed Business Development
		Strategic Industry
	Community Zones	Education



		Airport
Unimproved value (UV) (Rural Land	Rural Zones	Rural
No guide	Residential Zones	Urban Development
	Rural Zones	Rural Living
	Community Zones	Community
	Other Zones	Settlement
		Special Use
		Development

Where the predominant current land use for land does not align to the Rural or Non-Rural land use indicated by the guide above determination of whether a different method of valuation should be used is required. The table below provides an indication of the basis of valuation based on allowable land uses which may require a different method of valuation to the one indicated by the guide above. Non-conforming land use and land where the zoning does not provide a guide will require examination on a case by case basis.

		Residential	Commercial and Civic	Tourism	Mixed Business	Industry	Industrial & Mixed Business Development	Strategic Industry	Rural	Rural Living	Community	Education	Airport
RESIDENTIAL													
1	Aged or Dependent Persons Dwelling	GRV	GRV	GRV					GRV	GRV	GRV		
2	Caretaker's Dwelling	GRV	GRV	GRV	GRV	GRV			GRV	GRV	GRV	GRV	GRV
3	Grouped Dwelling	GRV	GRV	GRV					GRV	GRV	GRV		
4	Holiday Accommodation		GRV	GRV					GRV	GRV			
5	Hotel		GRV	GRV					GRV				GRV
6	Motel		GRV	GRV					GRV	GRV			GRV



		Residential	Commercial and Civic	Tourism	Mixed Business	Industry	Industrial & Mixed Business Development	Strategic Industry	Rural	Rural Living	Community	Education	Airport
7	Movable Dwelling	GRV		GRV	GRV				GRV				
8	Multiple Dwelling	GRV	GRV	GRV							GRV	GRV	
9	Residential Building	GRV	GRV						GRV	GRV	GRV	GRV	
10	Rural Settlement								GRV	GRV			
11	Single House	GRV							GRV	GRV			
12	Transient Workforce Accommodation	GRV		GRV	GRV		GRV		GRV	GRV	GRV	GRV	GRV
INDUSTRY													
13	Abattoir					GRV	GRV		GRV				
14	Agriculture								UV	UV	UV		
15	Arts and Crafts Centre	GRV	GRV	GRV	GRV				GRV	GRV	GRV	GRV	GRV
16	Harbour and Marina Facilities					GRV	GRV	GRV					
17	Hire Service (Industrial)				GRV	GRV	GRV						
18	Home Business	GRV	GRV	GRV					GRV	GRV			
19	Home Occupation	GRV	GRV	GRV					GRV	GRV			
20	Industry - Extractive					UV	UV	UV	UV	UV			
20	Industry - General					GRV	GRV	GRV					
22	Industry - Light				GRV	GRV	GRV						
23	Industry - Noxious					GRV	GRV	GRV					
24	Industry - Resource Processing					UV	UV	UV	UV	UV			
25	Industry - Rural					UV	UV		UV	UV			
26	Industry - Service				GRV	GRV	GRV						
27	Infrastructure	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV
28	Intensive Agriculture				UV	UV	UV		UV	UV	UV	UV	
29	Research Laboratory		GRV		GRV	GRV	GRV	GRV	GRV		GRV	GRV	
30	Stockyard					UV	UV		UV				
31	Storage facility/depot/laydown area				GRV	GRV	GRV	GRV	GRV				GRV
COMMERCE													



		Residential	Commercial and Civic	Tourism	Mixed Business	Industry	Industrial & Mixed Business Development	Strategic Industry	Rural	Rural Living	Community	Education	Airport
33	Display Home Centre	GRV							GRV	GRV			
34	Exhibition, Display and Outdoor Sales Facilities		GRV	GRV	GRV	GRV	GRV		GRV	GRV	GRV	GRV	GRV
35	Market		GRV	GRV	GRV	GRV	GRV		GRV		GRV	GRV	
36	Motor Vehicle and/or Marine Repair		GRV		GRV	GRV	GRV	GRV	GRV			GRV	GRV
37	Motor Vehicle and/or Marine Sales & Hire		GRV	GRV	GRV	GRV	GRV		GRV				GRV
38	Motor Vehicle and/or Marine Service Station		GRV	GRV	GRV	GRV	GRV	GRV	GRV				
39	Motor Vehicle and/or Marine Wrecking					GRV	GRV						
40	Motor Vehicle Wash		GRV	GRV	GRV	GRV	GRV	GRV					
41	Office	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV
42	Outdoor Display		GRV	GRV	GRV	GRV	GRV		GRV				
43	Restaurant		GRV	GRV					GRV		GRV	GRV	GRV
44	Shop	GRV	GRV	GRV	GRV	GRV	GRV		GRV		GRV	GRV	GRV
45	Showroom		GRV		GRV	GRV	GRV						GRV
46	Take-away Food Outlet		GRV	GRV	GRV	GRV	GRV		GRV		GRV	GRV	GRV
47	Warehouse				GRV	GRV	GRV	GRV					GRV
HEALTH, WELFARE AND COMMUNITY SERVICES													
48	Carpark		GRV	GRV	GRV	GRV	GRV	GRV			GRV	GRV	GRV
49	Childcare Service	GRV	GRV	GRV					GRV	GRV	GRV	GRV	
50	Community Use	GRV	GRV	GRV						GRV	GRV	GRV	
51	Consulting Rooms	GRV	GRV	GRV					GRV	GRV	GRV	GRV	
52	Education Establishment	GRV	GRV						GRV		GRV	GRV	
53	Emergency Services		GRV		GRV	GRV	GRV	GRV	GRV		GRV		GRV
54	Funeral Parlour		GRV		GRV	GRV	GRV		GRV		GRV		
55	Hospital		GRV										
56	Detention Centre*								GRV		GRV		
57	Medical Centre		GRV								GRV		



		Residential	Commercial and Civic	Tourism	Mixed Business	Industry	Industrial & Mixed Business Development	Strategic Industry	Rural	Rural Living	Community	Education	Airport
58	Nursing Home	GRV	GRV						GRV	GRV	GRV		
59	Place of Animal Care		UV		UV	UV			UV	UV		UV	UV
60	Place of Public Meeting, Assembly or Worship	GRV	GRV	GRV					GRV	GRV	GRV	GRV	
61	Public Utility	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV	GRV
ENTERTAINMENT, RECREATION AND CULTURE													
62	Clubrooms		GRV		GRV				GRV		GRV	GRV	
63	Equestrian Centre			UV					UV				
64	Entertainment Venue		GRV	GRV	GRV				GRV		GRV	GRV	GRV
65	Private Recreation		GRV	GRV	GRV				GRV		GRV	GRV	
66	Public Recreation	GRV	GRV	GRV					GRV	UV	UV	UV	UV
67	Reception Centre		GRV	GRV					GRV		GRV		



Notwithstanding the above table, where land is within a gazetted townsite, the default basis of valuation will be that of GRV, consistent with clause 27 of Schedule 9.3, Division 1 of the *Local Government Act 1995*.

Determination of the appropriate method of valuation requires examination of the extent to which the separately identifiable portion of land is being used for the alternative land use. This should be documented and considered using the principles detailed in this policy before making application to the Minister for a change in method of valuation.

A uniform general rate in the dollar is to be applied for all GRV and UV valued properties within the district. Council may in certain circumstances deem a differential general rate to be necessary. Imposition of differential general rate represents a conscious decision by Council to redistribute the rate burden in the district by imposing a higher contribution on some ratepayers and a lower contribution on others.

Imposition of a differential general must follow the Benefit Principle – the concept that there should be some relationship between the rates paid and the benefits received. The Benefit Principle does not mean rates should equal benefits, but it is expected that those bearing the higher rate burden through the imposition of differential rating are receiving greater benefits from Shire activities. When imposing a differential general rate, the characteristics of the land to which the rate is to be applied along with the objects and reasons for the differential rate should be clearly defined.

The purpose for which the land is zoned is considered the most appropriate basis for determining the characteristics of the land to which the differential general rate applies. Where the Benefit Principle is considered by Council not to apply within a particular land zoning, the purpose for which the land is held or used as determined by the local government and/or whether or not the land is vacant land shall be used as the basis for determining the characteristics of the land to which the differential general rate applies.

Concessions and waivers

Circumstances may arise where Council resolves by absolute majority to grant a waiver or concession which has the effect of altering the general rating principles and safeguards under the Act and the principles outlined in this Policy.

Rating Policy – Valuation of Land - Mining (March 2016)

Local Government Operational Guidelines – Changing Methods of Valuation of Land – (Number 02- March 2012)



Document Control Box							
Document Responsibilities:							
Owner:	Director Corporate Services			Owner Business Unit:	Corporate Services		
Reviewer:	Coordinator Records			Decision Maker:	Council		
Compliance Requirements:							
Legislation:	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i> Australian Accounting Standard – AASB 124 Related Party Disclosure						
Industry:							
Organisational:	ELM04 Code of Conduct Record Keeping Plan SOA CS 032 ADM04 Managing Inactive and Archival Information						
Document Management:							
Risk Rating:		Review Frequency:	Annual	Next Due:	2021	Records Ref:	
Version #	Decision Reference:	Synopsis:					
1.	21 November 2017	OMC 21 November 2017 (MINUTE 264/2017)					
2.	17 December 2019	OMC 17 December 2019 (MINUTE 692/2019)					



Agenda Item 12.3 - Attachment 14

Policy FIN25 Panels of Pre-qualified Suppliers



FIN25 PANELS OF PREQUALIFIED SUPPLIERS

Aim	To promote local business partnerships within the Shire of Ashburton (the Shire) by establishing an effective mechanism for the procurement of goods or services
Application	Shire of Ashburton Officers
Principles	Strategic Community Plan 2017 – 2027 Goal 05 Inspiring Governance Objective 4 Exemplary team and work environment
Approval Date	8 September 2020
Monitor and Review	Corporate Services

1. PURPOSE

The purpose of the Shire of Ashburton's Pre-Qualified Supplier Panel Policy is to enable the Shire to procure goods and services from supply contracts that contain more than one contracted supplier.

Certain goods and services are procured by the Shire on a frequent basis. To ensure businesses in the local economy and beyond are provided with the opportunity to supply said goods or services, the Shire will establish panel contracts that provide multiple suppliers with the opportunity to supply the required goods/services without the need for suppliers to undertake lengthy procurement process on an ad hoc basis.

Additionally, Pre-Qualified Supplier Panels are beneficial in that during times of high or extended workload requirements, the Shire's service delivery is not impacted by the unavailability of one or more contracted Panel Members.

2. DEFINITIONS:

Panel Members are suppliers appointed to a Panel of pre-qualified suppliers.

Panel of Pre-Qualified Suppliers means a panel of prequalified suppliers of goods or services established in accordance with the Divisions 3 of the Regulations.

Pre-Qualified Supplier means a supplier who is part of a pre-qualified supplier panels for the supply of goods or services.

Shire is the Shire of Ashburton

3. POLICY

3.1 Policy Objectives

In accordance with Regulation 24AA of the Local Government (Functions and General) Regulations 1996, a Panel of Pre-Qualified Suppliers ("Panel") may be created where most of the following factors apply:

- the Shire determines that a range of similar goods and services are required to be purchased on a continuing and regular basis;



- b) there are numerous potential suppliers in the local and regional procurement-related market sector(s) that satisfy the test of 'value for money';
- c) the purchasing activity under the intended Panel is assessed as being of a low to medium risk;
- d) the Panel will streamline and will improve procurement processes; and
- e) the Shire has the capability to establish, manage the risks and achieve the benefits expected of the proposed Panel.

The Shire will endeavour to ensure that Panels will not be created unless most of the above factors are firmly and quantifiably established.

3.2 Establishing a Panel

Panels may be established for one supply requirement, or a number of similar supply requirements under defined categories within the Panel.

Panels may be established for a minimum of two (2) years and for a maximum length of time deemed appropriate for the Shire.

Evaluation criteria must be determined and communicated in the application process by which applications will be assessed and accepted.

Where a Panel is to be established, the Shire will endeavour to appoint at least two (2) suppliers to each category, on the basis that best value for money is demonstrated. Where less than two (2) suppliers are appointed to each category within the Panel, the category is not to be established.

In each invitation to apply to become a Pre-Qualified Supplier (through a procurement process advertised through a state-wide notice), the Shire must state the expected number of suppliers it intends to put on the panel.

Should a Panel Member leave the Panel, they may be replaced by the next ranked Panel member determined in the value for money assessment should the supplier agree to do so, with this intention to be disclosed in the detailed information set out under Regulation 24AD(5)(d) and (e) when establishing the Panel.

3.3 Distributing Work Amongst Panel Members

To satisfy Regulation 24AD(5) of the Regulations, when establishing a Panel of Pre-Qualified Suppliers, the detailed information associated with each invitation to apply to join the Panel must either prescribe whether the Shire intends to:

- a) Obtain quotations from each Panel Member on the Pre-Qualified Supplier Panel with respect to all purchases, in accordance with Clause 3.4;
- b) Purchase goods and services exclusively from any Panel Member appointed to that Panel, and under what circumstances; or
- c) Develop a ranking system for selection to the Panel.



In considering the distribution of work among Panel Members, the detailed information must also prescribe whether:

- a) Each Panel member will have the opportunity to bid for each item of work under the Panel, with pre-determined evaluation criteria forming part of the invitation to quote to assess the suitability of the supplier for particular items of work. Contracts under the Pre-Qualified Supplier Panel will be awarded on the basis of value for money in every instance; or
- b) Work will be awarded on a ranked basis, which is to be stipulated in the detailed information set out under Regulation 24AD(5)(f) when establishing the Panel. The Shire is to invite the highest ranked Panel member, who is to give written notice as to whether to accept the offer for the work to be undertaken. Should the offer be declined, an invitation to the next ranked Panel Member is to be made and so forth until a Panel member accepts a Contract. Should the list of Panel Members invited be exhausted with no Panel member accepting the offer to provide goods/services under the Panel, the Shire may then invite suppliers that are not pre-qualified under the Panel, in accordance with the Shire's Purchasing Policy. When a ranking system is established, the Panel must not operate for a period exceeding 12 months.

In every instance, a sub-contract must not be formed with a Panel Member for an item of work beyond 12 months, which includes options to extend the contract.

3.4 Purchasing from the Panel

The invitation to apply to be considered to join a Panel of Pre-Qualified Suppliers must state whether quotations are either to be invited to every Panel Member (within each category, if applicable) of the Panel for each purchasing requirement, whether a ranking system is to be established, or otherwise.

Each quotation process, including the invitation to quote, communications with Panel Members, quotations received, evaluation of quotes and notification of award communications must all be saved to the Shire's electronic record management system.

3.5 Record Keeping

Records of all communications with Panel Members, with respect to the quotation process and all subsequent purchases made through the Panel, must be kept.

For the creation of a Panel, this includes:

- a) Procurement planning and approval documentation which describes how the procurement is to be undertaken to create and manage the Panel;
- b) Request documentation;
- c) Copy of public advertisement inviting applications;
- d) Copies of applications received;
- e) Evaluation documentation, including clarifications sought;
- f) Negotiation documents such as negotiation plans and negotiation logs;
- g) Approval of award documentation;
- h) All correspondence to applicants notifying of the establishment and composition of the Panel such as award letters;
- i) Contract Management Plans which describes how the contract will be managed; and



j) Copies of framework agreements entered into with Pre-Qualified Suppliers.

The Shire is also to retain itemised records of all requests for quotation, including quotations received from Panel Members and contracts awarded to Panel Members. A unique reference number shall be applied to all records relating to each quotation process, which is to also be quoted on each purchase order issued under the Contract.

Information with regards to the Panel offerings, including details of suppliers appointed to the Panel, must be kept up to date, consistent and made available for access by all officers and employees of the Shire.

Document Control Box						
Document Responsibilities:						
Owner:	Director Corporate Services		Owner Business Unit:	Corporate Services		
Reviewer:	Manager Governance		Decision Maker:	Council		
Compliance Requirements:						
Legislation:	s.3.57 of the Local Government Act 1995 Part 4 of the Local Government (Functions and General) Regulations 1996					
Industry:	Department of Local Government, Sporting and Cultural Industries Guideline No.11 – Use of Corporate Credit Cards					
Organisational:	Code of Conduct Record Keeping Plan Purchasing Policy – FIN12 Operational Procedure – FIN22					
Document Management:						
Risk Rating:		Review Frequency:	Annual	Next Due:		Records Ref:
Version #	Decision Reference:	Synopsis:				
1.						
2.						
3.						



Agenda Item 12.3 - Attachment 15

Policy REC06 Vandalism Reward for Conviction

**REC06 VANDALISM - REWARD FOR CONVICTION**

Aim	To reduce that amount of vandalism and willful damage to Council property through the introduction of a reward system
Application	General Public
Statutory Environment	<i>Local Government Act 1995</i> <i>Criminal Investigations Act 2006</i> <i>Surveillance Devices Act 1998 (Western Australia) Section 3</i>
Principles	Strategic Community Plan 2017 – 2027 (Desktop Review 2019) Goal 04 Quality Services and Infrastructure Objective 1 Quality Public Infrastructure
Approval Date	OMC 17 December 2019 (MINUTE: 722/2019)

OBJECTIVE

Council is to pay a reward to any person or persons giving information which leads to the successful conviction of vandals who have willfully damaged Council property. This includes, but not limited to: damage to buildings, sporting facilities, equipment and plant, and trees.

OUTCOME

The amount of the reward is to be set by Council and reviewed annually. This reward is currently set at \$500.00. The onus will be on the person seeking to claim the reward to prove that they provided information which leads to the successful conviction of the vandal. Council Staff, Councillors and members of the Police Force are not eligible for the reward.



Agenda Item 12.4 - Attachment 1

Draft Ward Boundary and Representation Review
Discussion Paper



Hammond Woodhouse
Advisory

SHIRE OF ASHBURTON

REVIEW OF WARD BOUNDARIES AND REPRESENTATION DISCUSSION PAPER



OCTOBER 2022

1. BACKGROUND

1.1 This review

The Shire of Ashburton has resolved to undertake a review of its ward system to comply with the requirements of the Local Government Act 1995 ("the Act"). The Shire has developed this discussion paper to support a 6 week public submission period as advertised by local public notice. Following the advertising period, a report will be prepared incorporating a record of any public submissions and submitted to the Council for consideration.

1.2 The last review

Schedule 2.2 of the Act requires a local government, with ward representation, to carry out a review of its ward boundaries, and the number of councillors representing each ward, from time to time so that no more than 8 years elapse between successive reviews.

The last review of wards in the Shire of Ashburton was undertaken in 2014 and it is now appropriate to carry out another review so that any changes can be in effect prior to the October 2023 local government elections.

1.3 The existing wards and representation

Currently, the Shire has 6 wards and 9 councillors including the Shire President. A map showing the existing ward boundaries is set out in Annexure A. The existing wards and representation are shown in the following table:

Ward	Number of councillors
Ashburton	1
Onslow	1
Pannawonica	1
Paraburdoo	2
Tablelands	1
Tom Price	3

1.4 The existing ratio of councillors to electors

The existing ratio of councillors to electors, as between the wards (“the representation ratio”), represents a significant imbalance and is radically beyond the range (i.e. +/- 10%) stated to be preferred by the Local Government Advisory Board (“the Board”).

The existing representation ratios represent a range between -88% and +53%. Greater detail of the representation ratios is shown in the Table set out in paragraph 3.3.

1.5 Relevant legislative reform

A review of the Act has been undertaken by the Department of Local Government, Sport and Cultural Industries.

Recently, and following that review, the Minister has announced a number of proposed reforms which include “a range of measures to strengthen local democracy and community engagement in relation to ward boundary reviews”.

These reforms include:

- “*requiring Band 1 and Band 2 local governments to hold a public vote for the Mayor or President, directly empowering ratepayers*”; and
- “*reducing the number of elected members within a local government, setting clear limits on the number of councillors a local government can have, based on the population of the local government area*”.

It is to be noted, in relation to those reforms that:

- The Shire is a “Band 2” local government and, if the reforms become law, the Shire will be required to hold a public election for the office of Shire President (currently the Shire President is elected by the Council).

- The Shire has a population of around 13,000. The proposed reforms are to the effect that, where the district population is between 5,000 – 75,000, there will be a capping on the number of elected members from between 5 – 9 inclusive of the President.
- Therefore, if the upper end of the allowable range is utilised, 8 councillors and a Shire President all publicly elected will be a required outcome under law.

The review of the Act and any legislative changes are anticipated to come into effect in 2023 to take effect for the October 2023 local government elections. The Board's view and the Government's reforms will most likely have a bearing on the Shire's recommendation to the Board.

Therefore, this review has provided options that accommodate these proposed legislative changes.

2. REVIEW PROCESS

2.1 The review process

The review process is set out in Schedule 2.2 of the Act. In summary, the steps are as follows:

- (1) In order to begin a review, the Shire is to pass a resolution this effect at a council meeting.
- (2) Prior to carrying out a review, the Shire is to give local public notice advising that the review is to be carried out and that submissions may be made to the Shire.
- (3) The public submissions period is to be not less than 6 weeks after the notice is first given.
- (4) The Shire is encouraged to provide several options as a basis to generate discussion.
- (5) When the public submission period closes, the submissions received are collated and reviewed.
- (6) The Council considers all submissions received.

- (7) The Council reaches a decision based on an assessment of the options against a number of established criteria as contained in the Act.
- (8) A report is then submitted to the Local Government Advisory Board.
- (9) If a change is proposed and the Board is satisfied with the recommendation, then the Board submits the recommendation to the Minister for Local Government.

3. FACTORS RELEVANT TO THE REVIEW

3.1 The statutory factors

Clause 8 of Schedule 2.2 of the Act sets out the matters to which a local government is to have regard when considering a proposal to change a ward system. These matters are:

- (a) community of interests;
- (b) physical and topographic features;
- (c) demographic trends;
- (d) economic factors; and
- (e) ratio of councillors to electors in the various wards.

3.2 The Board's view as to the statutory factors

The Local Government Advisory Board has advised as to its view in relation to each of those matters and those views are set out below:

(a) **Community of interest**

The term community of interest has several elements. These include a sense of community identity and belonging, similarities in the characteristics of the residents of a community and similarities in the economic activities. It can also include dependence on the shared facilities in an area as reflected in catchment areas of local schools and sporting teams, or the circulation areas of local newspapers. Neighbourhoods, suburbs and towns are important units in the physical, historical and social

infrastructure and often generate a feeling of community and belonging.

(b) Physical and topographical features

These may be natural or man-made features that will vary from area to area. Water features such as rivers and catchment boundaries may be relevant considerations. Coastal plain and foothills regions, parks and reserves may be relevant as may other man-made features such as railway lines and highways.

(c) Demographic trends

Several measurements of the characteristics of human populations, such as population size, and its distribution by age, sex, occupation and location provide important demographic information. Current and projected population characteristics will be relevant as well as similarities and differences between areas within the local government.

(d) Economic factors

Economic factors can be broadly interpreted to include any factor that reflects the character of economic activities and resources in the area. This may include the industries that occur in a local government area (or the release of land for these) and the distribution of community assets and infrastructure such as road networks.

(e) Ratio of councillors to electors in the various wards

It is expected that each local government will have similar ratios of electors to councillors across the wards of its district. It is the Board's preference for the ratio between wards to fall between the plus or minus 10% range.

3.3 Current position – Ratio of councillors to electors in the various wards

The existing representation ratios are shown in the following table:

Ward	No of electors	No of councillors	Cr/elector ratio	% Deviation
Ashburton	40	1	40	-88%
Onslow	417	1	417	25%
Pannawonica	286	1	286	-14%
Paraburdoo	650	2	325	-2%
Tablelands	80	1	80	-76%
Tom Price	1524	3	508	53%
Total	2997	9	333	

3.4 Current position – demographic trends

This review has been undertaken utilising the most recent population data available from the Australian Bureau of Statistics.

On the available data no material increase in population is predicted. That is, there is no predicted increase in population that might influence the allocation of the number of elected members to respective wards.

Notwithstanding the above and following discussions with the Shire's Chief Executive Officer and senior planning officials, this review has made provision for an increase of 200 electors in the town of Onslow.

This increase is based upon projected growth in the burgeoning tourism industry and major infrastructure investment by the oil and gas sector supporting offshore exploration and mining activities.

This growth is anticipated to occur over the next 4 years which is considered to be an appropriate calculation time frame upon which to inform this review.

The projection has been made acknowledging the constraints of limited available housing land in Onslow and an anticipated high level of fly in fly out labour force activity.

3.5 Current position – community of interests

In the past, the Shire has had 3 “mining based” towns and one “non-mining based” town, being Onslow. This dynamic has changed dramatically in more recent times. While Onslow Salt was established in 1991 and has had an impact on Onslow, the formalisation on the Ashburton North Strategic Industrial Area (ANSIA) Structure Plan in 2011 means that Onslow will become more resource driven in the future. Chevron is currently constructing its Wheatstone Project, a liquefied natural gas project, in the ANSIA. BHP has also commenced processing at the Macedon Plant near Onslow in 2013.

While long term life of mining at Tom Price, Paraburdoo and Pannawonica is well established, it seems that staff expansion preferences at these locations and at the several other aligned and independent mining tenements is shifting from “live in” to “fly in/fly out”. Permanent residents in these towns are predominantly employed by the mining sector and traditionally subject to high levels of turnover or “churn”.

Ashburton has a pastoral community comprising of almost 40 stations and several indigenous communities geographically spread throughout the entire Shire. Tourism interests are also diverse ranging from coastal areas around Onslow to the inland National Parks.

3.6 Current position – physical and topographical features

The pastoral and town boundaries are often features that can be easily used when determining ward boundaries.

Unfortunately, although the Shire has many natural features such as National Parks, rivers and mountain ranges by their nature and location they are less useful in this instance to define boundaries. Straighter man-made features such as roads and railway lines also tend not to be useful for this purpose as they usually terminate at towns within the Shire rather than divide the Shire in a meaningful manner.

In this Shire, physical and topographical characters do not feature strongly in any debate on ward boundaries.

3.7 Current position – economic factors

All major towns in Ashburton are now dependant on resource activities and associated industries. While there have been attempts to grow an independent economy based on tourism, this is not yet entrenched.

Major infrastructure investment in the resources sector does drive economic development and generates significant increase in human activity and movement in both the construction and operation phases.

It follows however that these significant increases in human activity might not directly contribute to increases in permanent resident populations given the propensity of the resource sector to utilise fly in fly out workforces.

This review is based upon the number of electors who are either permanent residents of the Shire or non-residents who qualify as an elector by way of land ownership.

Large scale resource sector development is therefore carefully assessed and analysed prior to making future permanent residential projections.

Onslow has previously had a steady tourism industry, commercial fishing and the Onslow Salt Project, but the boom in resource construction has seen constraints placed on the tourism. Most tourism operators have of recent times, preferred to benefit from high value resource industry customers than lower value camping/fishing/caravanning tourists.

Pastoral stations and remote communities are spread throughout the Shire and generally use the towns to undertake basic business and social activities. There is minimal home ownership in the traditional mining towns compared to Onslow and almost no retirees or pensioners except for Onslow. Average household income for the mining towns is about double the national average.

4. OPTIONS FOR CONSIDERATION

4.1 Introduction

This discussion paper has been developed to assist the community in considering options and ideas as well as clarifying factors that will form part of the review. The options presented are a few of the possible options and scenarios that are open to the Shire to consider.

This discussion paper will outline 5 options, and provide an overview of each option assessed against the following matters:

- (a) community of interests;
- (b) physical and topographical features;
- (c) demographic trends;
- (d) economic factors; and
- (e) ratio of elected members to electors in the various wards.

The Shire will determine a preferred option relating to ward boundaries and elected member representation following consideration of all submissions.

4.2 5 Options for discussion

This review sets out 5 options for discussion.

The 5 options are summarised in the following table.

TABLE OF DISCUSSION OPTIONS

Option No.	Option name	Number of wards	Number of ward councillors	Total number of elected members	Shire President elected by the public
1	No change option	6	9	9	No
2	No wards option	0	0	9	Yes
3	5 Wards option	5	8	9	Yes
4	4 Wards option	4	8	9	Yes
5	2 Wards option	2	8	9	Yes

These 5 options are examined in greater detail in the paragraphs that follow.

4.3 OPTION 1 - No Change Option

(1) Description

- No changes to existing number of wards or ward boundaries (i.e., 6 wards)
- No change to the number of councillors (i.e., 9 councillors who include a Shire President elected by the Council).

(2) Arguable strengths

- No change to existing situation. No disruption.

(3) Arguable weaknesses

- The ratios of councillors to electors ("representation ratio") between wards differs significantly and is far more than the maximum 10% variation preferred by the Board.
- The variation in representation ratios ranges between -88% and +53% and is the largest variation of the options.
- The option is at variance with the position likely to be mandated by government that the Shire President must be elected by all electors and not by the Council.
- The electors have no say in the election of the Shire President.
- If the government implements the announced reforms, then the Shire will be required to carry out another review and to make changes within a relatively short time frame.

(4) Community of interests

- No change.

(5) Physical and topographical features

- No change.

(6) Demographic trends

- This option is not materially affected by demographic trends.

(7) Economic factors

- No change.

(8) Ratio of elected members to electors

- There is no change to the existing representation ratios and this option remains well outside the range preferred by the Local Government Advisory Board.

4.4 OPTION 2 - No Wards Option**(1) Description**

- No wards.
- The election of the Shire President by the public and not by the Council.
- No change to the total number of 9 elected members (i.e. a Shire President, elected by all electors, and 8 councillors).

(2) Arguable strengths

- Elected members are elected by all electors of the district and not just one section of the district.
- Members of the community are able to approach all elected members without the perceived barrier of having to approach the ward elected member.
- Each elected member represents the whole district and not a specific ward.
- Social networks and communities of interest are often spread across the district.
- No wards will mean there will be no need for further ward boundary changes in the future and removes any concerns with over or under elected member representation.
- Only one election will be held every 2 years, instead of the current 6 elections that are held every 2 years.

(3) Weaknesses

- Some electors may feel that they are losing their local community representative.
- It may be more difficult to canvass for an election across the entire district.

(4) Community of interests

- Communities of interest are not reflected by the local government boundary.

(5) Physical and topographical features

- The district boundary does not follow any physical or topographic features.

(6) Demographic trends

- This option is not materially affected by demographic trends.

(7) Economic factors

- This option is not materially affected by economic factors.

(8) Ratio of elected members to electors

- This option results in a balanced representation.

4.5 OPTION 3 – 5 Wards Option**(1) Description**

- The existing 6 wards would be reduced to 5 by:
 - Combining the existing Ashburton Ward and Tablelands Ward to form a new Rural Remote Ward; and
 - Retaining the existing Onslow, Pannawonica, Paraburdoo and Tom Price wards.
- The result would be a decrease in the size of the variation in the representation ratios as between wards although a very significant variation would remain.
- The new Rural Remote Ward would have a total of 120 electors as a result of combining the Ashburton ward which has 40 electors and the Tablelands ward which has 80 electors.
- The election of the Shire President by the public and not by the Council.
- No change to the total number of elected members (i.e. a Shire President, elected by all electors, plus 8 ward councillors).

(2) Arguable strengths

- The variation of representation ratios is reduced to between -70% and +54% which is marginally better than the existing scenario where the variation is between -88% and +53%.

(3) Arguable weaknesses

- The variation of representation ratios remains significantly outside the Board's recommended position of +/- 10% and is the Option with the second largest variation. It does however represent a material improvement on the current ratios of Ashburton and Tablelands wards.
- Onslow's councillor to elector ratio of 1: 617 provides for an under representation of 54% which might be considered too high given the economic activity and infrastructure development projected in the area.
- If the current electoral population of 417 is applied the variation is 11% which is more than acceptable.

(4) Community of interests

- Community of interests in Onslow, Pannawonica, Paraburdoo and Tom Price wards would not be affected by this proposal.
- The amalgamation of Ashburton and Tablelands Wards into one ward would maintain the shared interests, aspirations and challenges of the residents of pastoral stations and remote communities that are spread throughout the shire.

(5) Physical and topographical features

- The vast area of the proposed ward of around 100000 km² provides for a significant distance between electors.
- No other physical or topographical features have a material impact on this proposal.

(6) Demographic trends

- This option is not materially affected by demographic trends

(7) Economic factors

- This option is not materially affected by economic factors

(8) Ratio of elected members to electors

- The variation of representation ratios remains significantly outside the Board's recommended position of +/- 10% and is the Option with the second largest variation. It does however represent a material improvement on the current ratios of Ashburton and Tablelands wards.

4.6 OPTION 4 – 4 Wards Option**(1) Description**

- The existing 6 wards would be reduced to 4 by:
 - incorporating the existing Pastoral Ward into the Onslow ward; and
 - incorporating the existing Tablelands ward into the Tom Price ward.
- The result would be the abolishment of the 2 smallest wards namely the Ashburton ward which has 40 electors and the Tablelands ward which has 80 electors.
- The election of the Shire President by the public and not by the Council.
- No change to the total number of elected members (i.e. a Shire President, elected by all electors, plus 8 ward councillors).

(2) Arguable strengths

- The variation in representation ratios is reduced to between -34% and +28% and is better than the existing scenario.
- The option results in the deletion of the 2 wards which present the greatest and least acceptable variation in the ratios, namely the Ashburton and Tablelands wards.

(3) Arguable weaknesses

- The variation of ratios remains outside the Board's recommended position of +/- 10% and is at greater variance than the No Wards Option and the 2 Wards Option.

- Some electors in the 2 “abolished” wards may feel that they are losing their local community representative.

(4) Community of interests

- Community of interests in Onslow, Pannawonica, Paraburdoo and Tom Price wards would not be affected by this proposal.
- The geographical proximity of Onslow and Tom Price to Ashburton and Tablelands wards imply those town’s roles as hubs for major civic, administrative, health, economic and community services.
- The shared interests, aspirations and challenges of the residents of pastoral stations and remote communities of Ashburton and Tablelands wards would be diluted within the incumbent Onslow and Tom Price populations.

(5) Physical and topographical features

- The vast distances between some remote communities and pastoral stations and the Onslow and Town Price townsites is a significant physical challenge.
- This challenge of distance might be ameliorated by the role that Onslow and Tom Price play as hubs for major civic, administrative, health, economic and community services for the surrounding areas.
- No other physical or topographical features have a material impact on this proposal.

(6) Demographic trends

- This option is not affected by demographic trends.

(7) Economic factors

- This option is not affected by economic trends.

(8) Ratio of elected members to electors

- The variation of representation ratios improves significantly and, whilst 3 of the 4 ratios are outside of the recommended 10% variation, they are an improvement on the current situation.

4.7 Option 5 – 2 Wards Option

(1) Description

- There would be 2 wards only, namely:
 - A new “West Ward” comprising the existing 3 wards of Onslow, Pannawonica and Ashburton; and
 - A new “East Ward” comprising the existing 3 wards of Tom Price, Paraburdoo and Tablelands.
- The election of the Shire President by the public and not by the Council.
- No change to the total number of elected members (i.e. a Shire President, elected by all electors, plus 8 ward councillors).

(2) Arguable strengths

- There would be an 18% variation between the ratio of electors to councillors as between the 2 wards.
- This is greater than the Board’s preferred variation of +/- 10% but is the closest of the options other than the No Wards Option.

(3) Arguable weaknesses

- Some electors may feel that they are losing their local community representative.
- It may be more difficult to canvass for an election across a very large ward.

(4) Community of interests

- Amalgamating two towns (Onslow and Paraburdoo and Tom Price and Pannawonica) and their contiguous rural and remote communities into one ward might expose differences in the prevailing community of interest and sense of place experienced under the current arrangements.
- Onslow, having a broader economic base and burgeoning tourist industry probably conveys a difference sense of place and community than the Pannawonica, a town solely established for the purpose of mining iron ore.

- Recent major developments in Onslow establishing infrastructure to support offshore oil and gas exploration and mining may see the culture of the town shift towards more of a resource sector base thus ameliorating some of the differences between the towns.
- Whilst both being towns were established ostensibly for the purposes of mining iron ore, over time the smaller community of Paraburdoo would have developed a different sense of place, culture and shared aspiration to the larger and arguably more sophisticated Tom Price.
- This difference in sense of place might be ameliorated by the role that Tom Price plays as a hub for major civic, administrative, health, economic and community services for Paraburdoo residents.
- The shared interests and aspirations of the electors of the rural and remote communities of Ashburton and Tablelands wards would be diluted within the incumbent Onslow, Pannawonica, Tom Price and Paraburdoo electorates.

(5) Physical and topographical features

- The proposal seeks to utilise the existing boundary between the Ashburton (west) and Tablelands (east) wards.
- The vast distances between the remote and rural communities and the 2 townsites within each of the proposed wards might present significant logistical and physical challenges.

(6) Demographic trends

- This option is not materially affected by demographic trends.

(7) Economic factors

- This option is not materially affected by economic factors.

(8) Ratio of elected members to electors

- The variation of representation ratios improves significantly and whilst the two ratios are outside of the recommended 10% variation, they are an improvement on the current situation.

4.8 The representation ratios of the 5 Options

The representation ratios for the 5 options are shown in the following 5 tables.

OPTION 1
No Change Option
REPRESENTATION RATIO TABLE

Ward	Number of electors	Number of councillors	Representation ratio	% Variation
Ashburton	40	1	40	-88%
Onslow	417	1	417	25%
Pannawonica	286	1	286	-14%
Paraburdoo	650	2	325	-2%
Tablelands	80	1	80	-76%
Tom Price	1524	3	508	53%
Total	2997	9	333	

OPTION 2
No Ward Option
REPRESENTATION RATIO TABLE

Ward	Number of electors	Number of elected members	Representation ratio	% Variation
No wards	3197	9	355	0%

OPTION 3
5 Wards Option
REPRESENTATION RATIO TABLE

Ward	Number of electors	Number of councillors	Representation ratio	% Variation
Onslow	617	1	617	54%
Pannawonica	286	1	286	-28%
Paraburdoo	650	2	325	-19%
Rural Remote	120	1	120	-70%
Tom Price	1524	3	508	27%
Total	3197	8	400	

OPTION 4
4 Wards Option
REPRESENTATION RATIO TABLE

Ward	Number of electors	Number of councillors	Representation ratio	% Variation
Onslow	657	2	327	-18%
Pannawonica	286	1	286	-28%
Paraburdoo	650	2	325	-19%
Tom Price	1604	3	534	34%
Total	3197	8	400	

OPTION 5
2 Wards Option
REPRESENTATION RATIO TABLE

Ward	Number of electors	Number of councillors	Representation ratio	% Variation
East	2254	6	376	-6%
West	943	2	472	18%
Total	3197	8	400	

5. SUBMISSIONS

5.1 Public invited to make submissions

Members of the public are invited to make a written submission about any aspect of ward boundaries and representation.

Submissions can express support for, or variation to, any or all of the options discussed above. New options can also be proposed.

5.2 How to make submission

Your written submission should be addressed to the Chief Executive Officer and clearly marked "Ward and Representation Review" and can be lodged by any of the following methods:

- Online Submission: www.ashburton.wa.gov.au
- Email to: soa@ashburton.wa.gov.au
- In person at any Shire of Ashburton office
- Post to: Shire of Ashburton
PO Box 567, Tom Price WA 6751

All submissions must be received by 4.30pm on Friday 13 January 2023.

5.3 Submission form

A submission form is provided at the end of this document for your convenience. See Annexure B. You do not have to use this form for your written public submission.

6. ANNEXURES AND FORMS

6.1 Annexure A – Maps

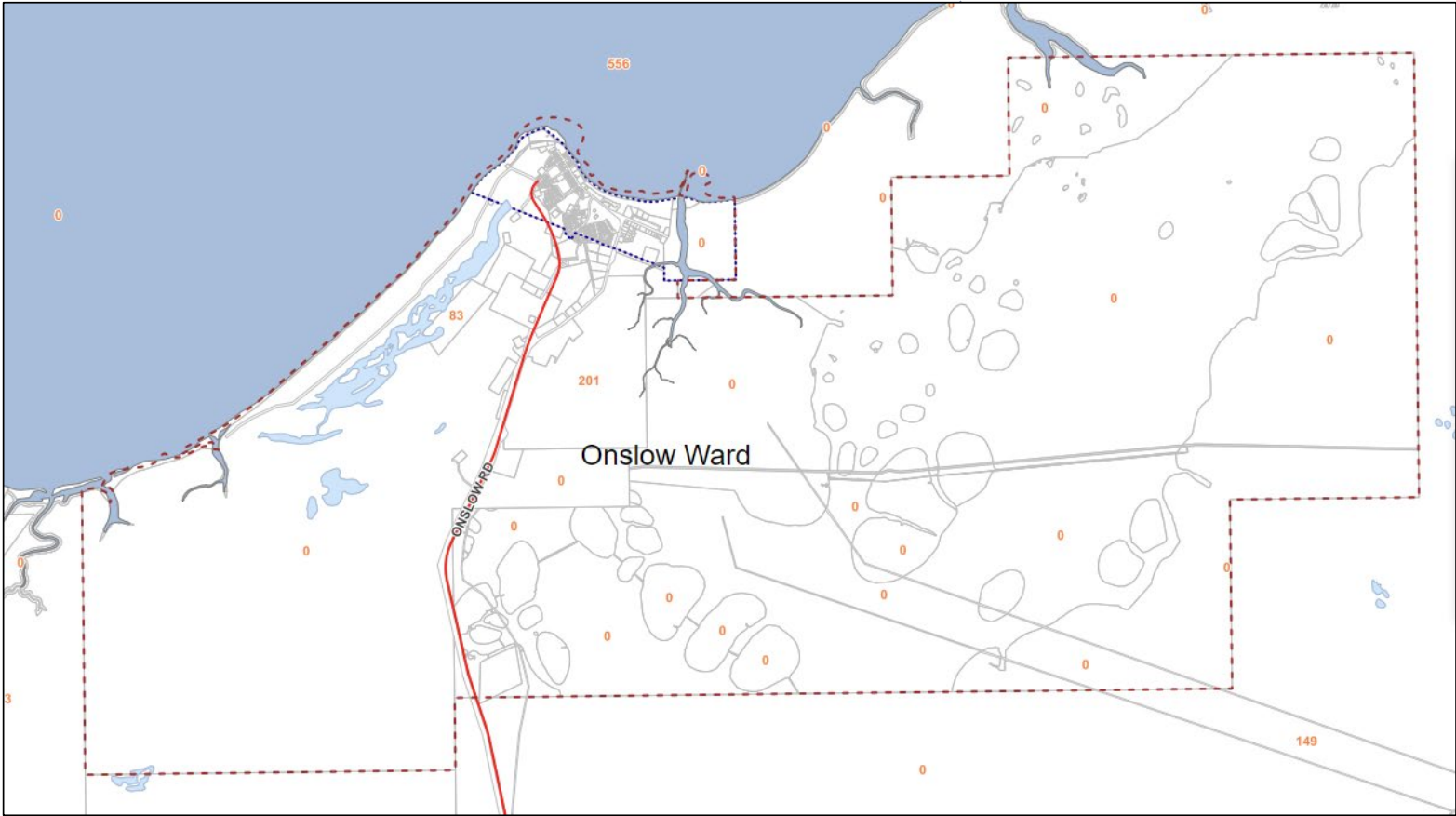
This legend is provided for assistance when reading the following maps.

LEGEND

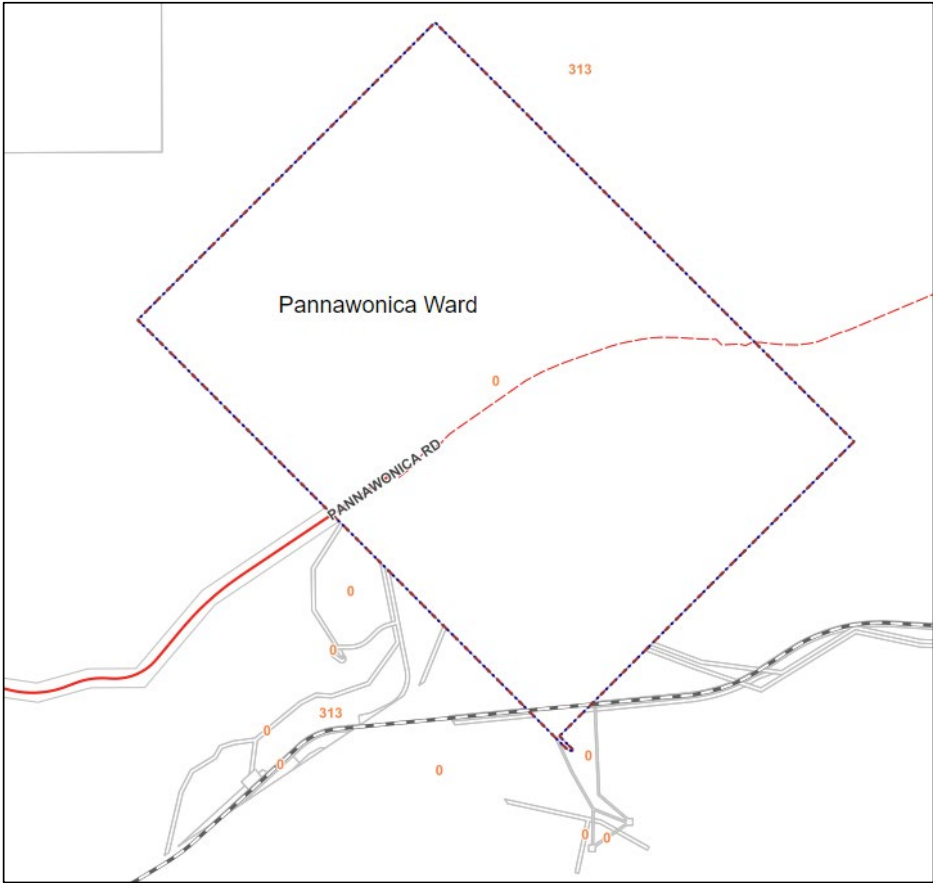
- Az Towns of Pilbara
 - Az Tom Price
 - Az Paraburdoo
 - Az Onslow
 - Az Pannawonica
- Places
- /// wards
 - /// ASHBURTON WARD
 - /// ONSLOW WARD
 - /// PANNAWONICA WARD
 - /// PARABURDOO WARD
 - /// TABLELAND WARD
 - /// TOM PRICE WARD
- ~ LGA Boundary
- Surrounding LGA Boundaries
- ~ Pilbara Major Roads
 - ~ Sealed
 - ~ Unsealed
- ~ Railway
- Water Bodies
- Crown Reserves
- Town Boundaries

Note: Option 2 is a “no ward” option so maps are not applicable.

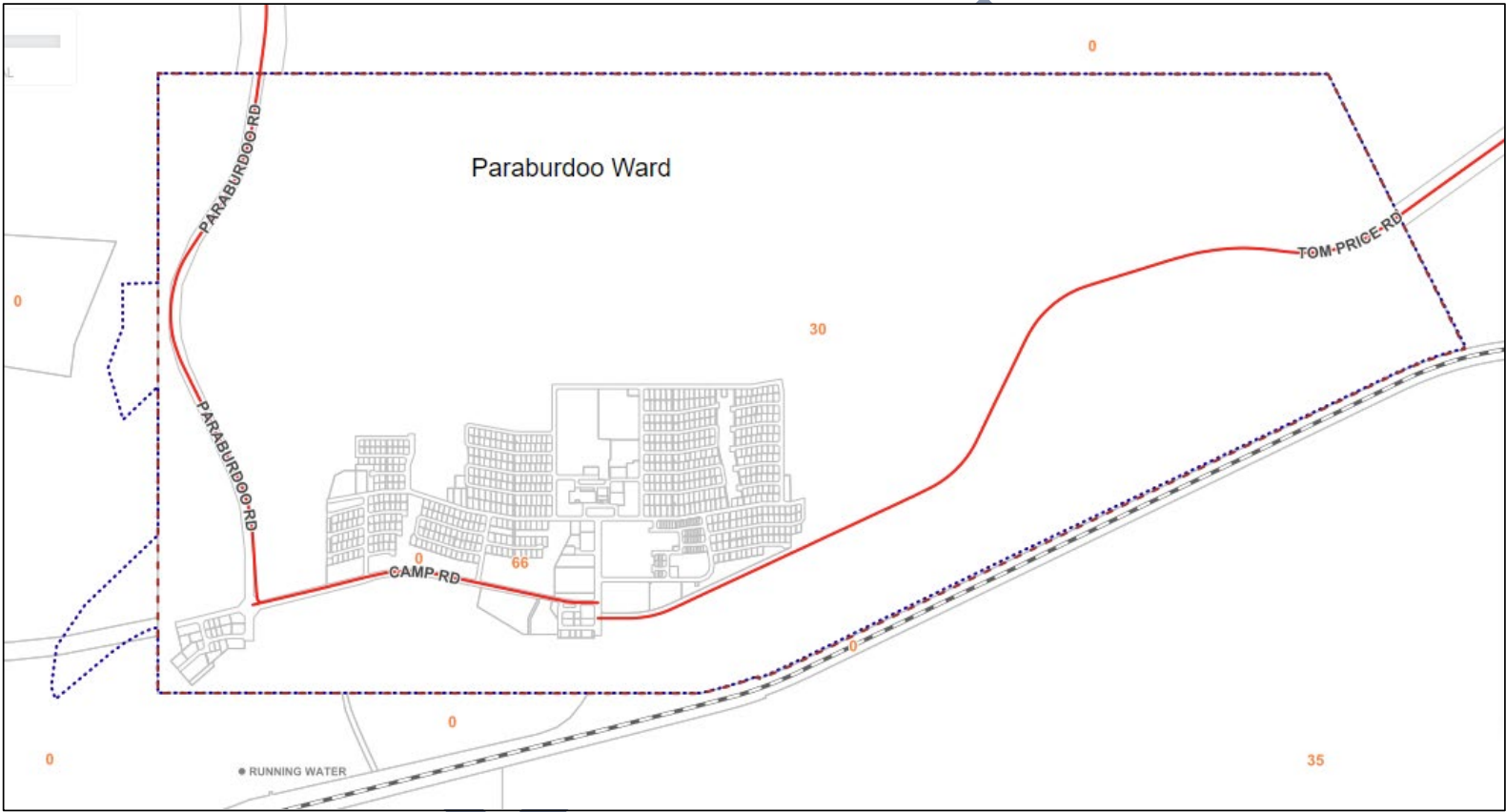
Current Onslow Ward



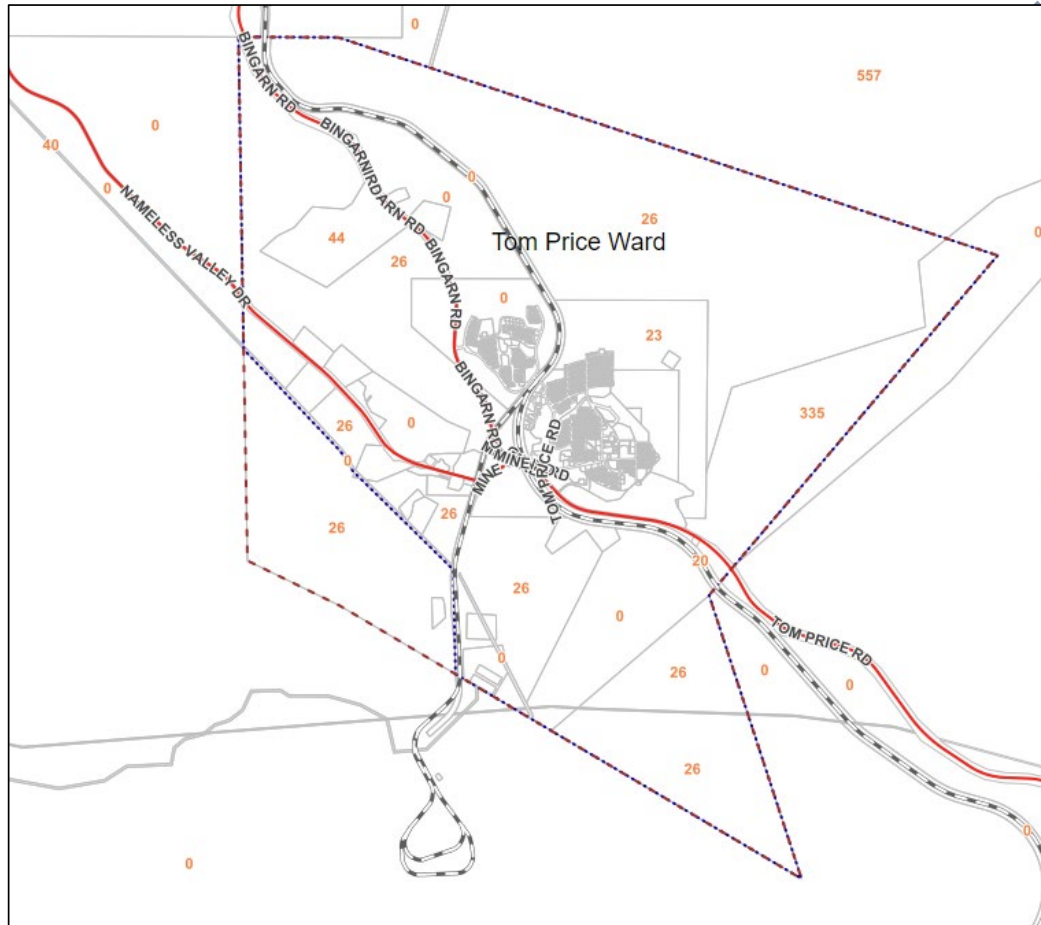
Current Pannawonica Ward



Current Paraburdoo Ward



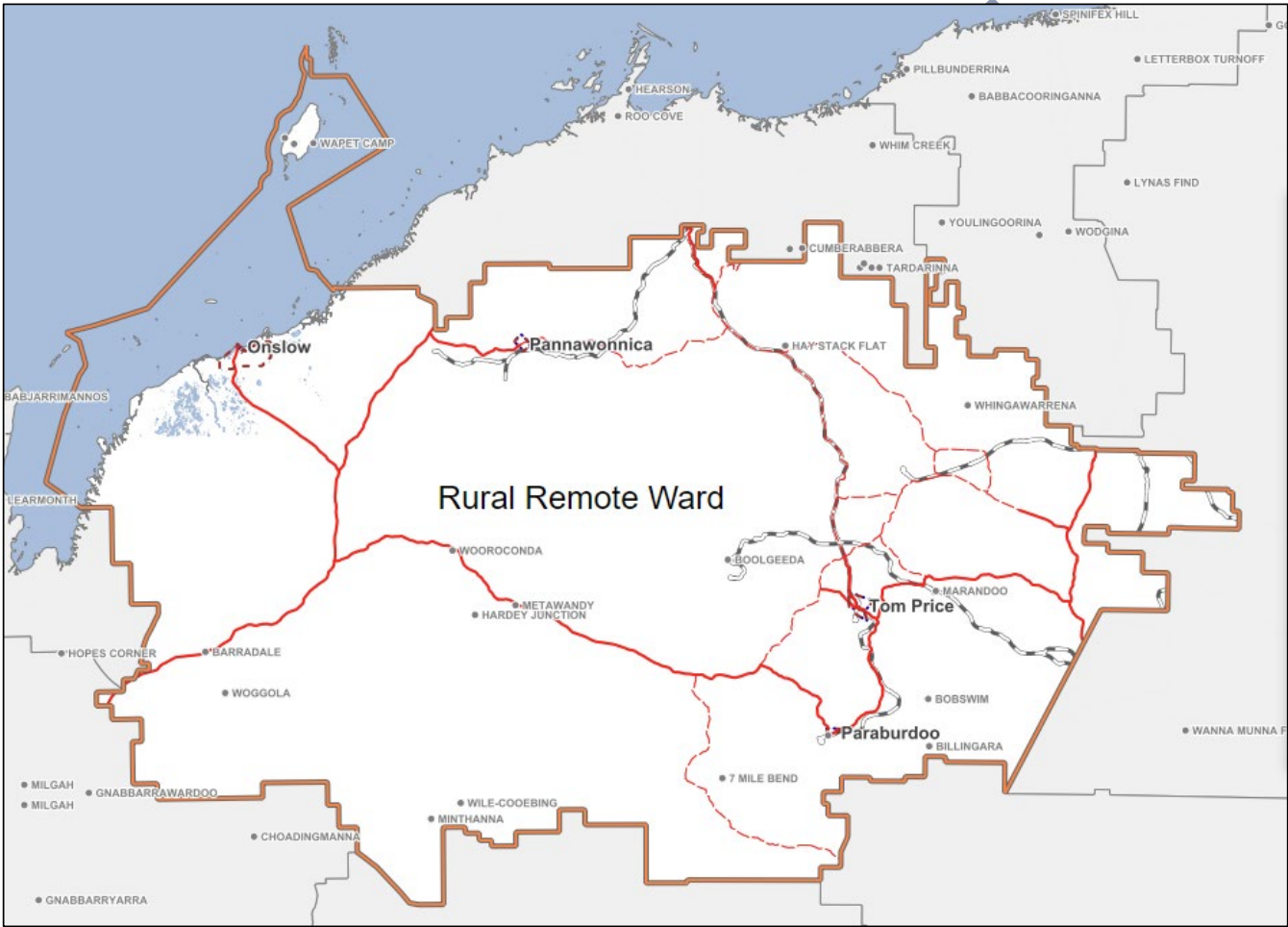
Current Tom Price Ward



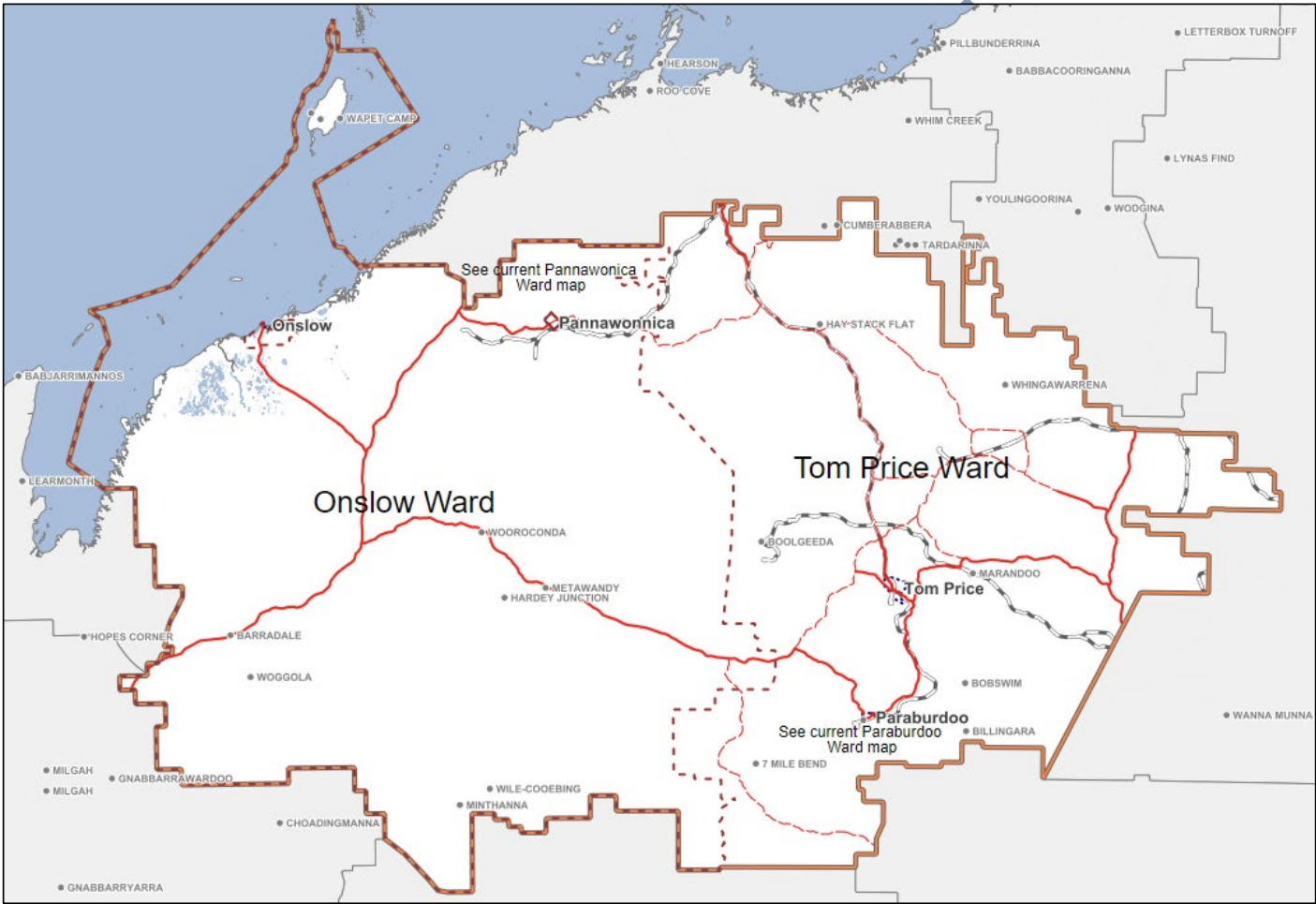
Existing option 1 - Current Ward Boundaries



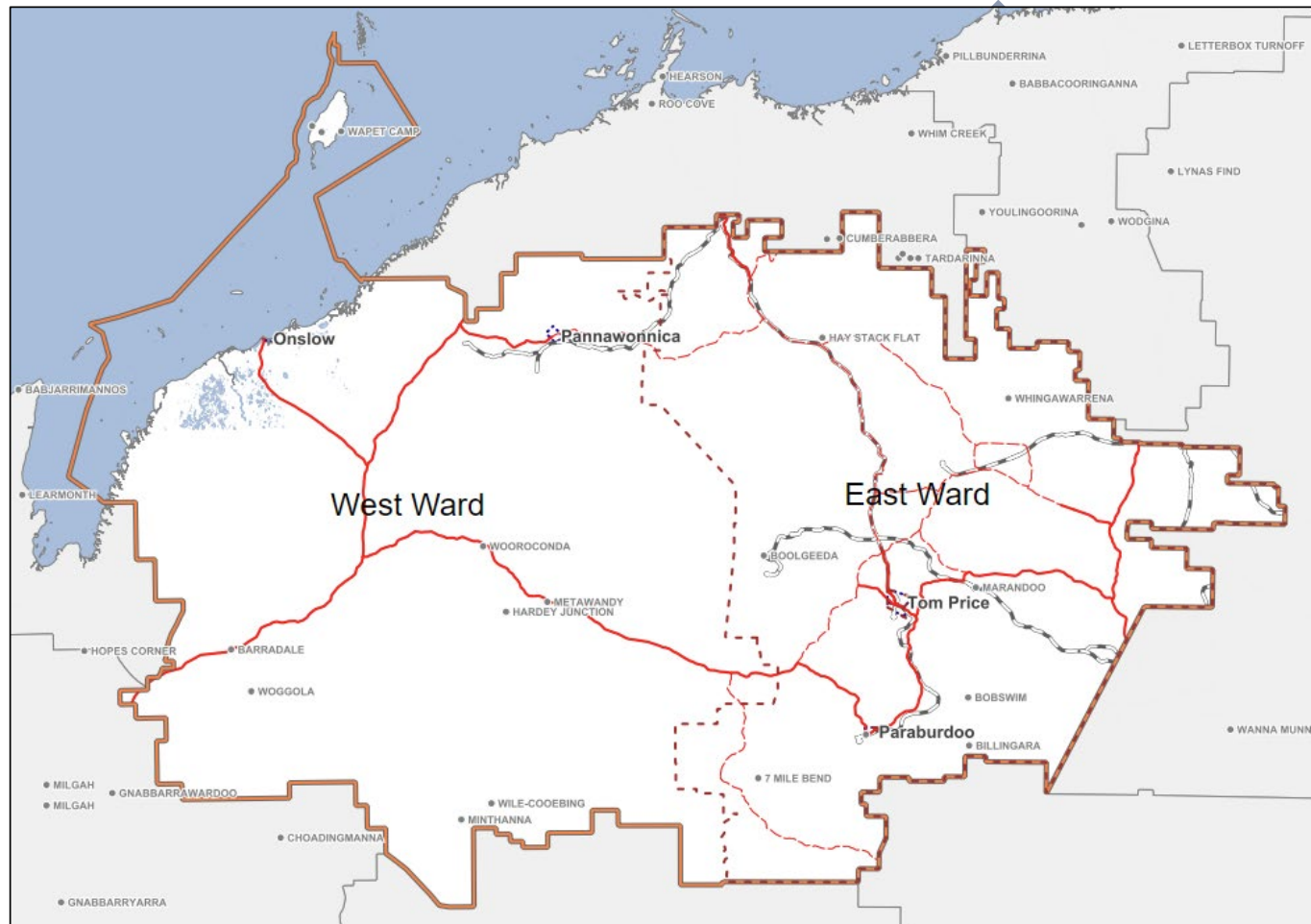
New option 3 – 5 Wards



New Option 4 – 4 Wards



New Option 5 – 2 Wards



6.2 Annexure B – Submission form

Name / Organisation _____

I / We support Option _____

I / We Support a different option as follows

My / Our Reasons are as follows

Please feel free to add more pages to your submission



Agenda Item 12.5 - Attachment 1

WALGA Superannuation for Elected Members Draft Policy
Proposal

INFOPAGE



To: Band 1 and Band 2 Local Governments From: Tim Lane, Manager Association and Corporate Governance

Date: 7 October 2022

Subject: **Elected Member Superannuation**

IN BRIEF:

Operational Area:	Governance
Key Issues:	<ul style="list-style-type: none">• A motion supporting compulsory superannuation for Elected Members in Band 1 and 2 Local Governments was supported at WALGA's 2022 Annual General Meeting.• This follows the Minister's proposal to amend legislation to enable Local Governments to pay superannuation to Elected Members if determined by Council.• WALGA distributed a draft policy proposal on this issue in 2021, and the paper is provided as an attachment.
Action Required:	Feedback to WALGA by 2 November on the position carried at the 2022 WALGA Annual General Meeting

Background

Payment of superannuation to Elected Members has recently been the subject of discussion in Local Government.

WALGA's Policy Proposal

WALGA canvassed the Local Government sector on a proposal to facilitate the payment of superannuation in late 2021.

The Draft Policy Proposal (attached) outlined arguments for the payment of super to Elected Members as well as potential barriers and costs. The paper proposed a position in favour of legislative change that would require Local Governments to pay Elected Members an amount equivalent to the superannuation guarantee into a nominated superannuation account.

While the paper remains relevant, it should be noted that the maximum costs in the paper will be reduced due to the Minister's reform to reduce the number of Council members based on population thresholds.

The paper concluded:

"On balance, it is posited that, to achieve the objectives of the superannuation system and to avoid politicisation of the decision at a local level, payment of superannuation should be a universal entitlement for Elected Members and therefore a requirement of Local Governments contained in the Local Government Act."

info@walga.asn.au | www.walga.asn.au



Local Government sector feedback on the paper was mixed. Ultimately, WALGA's consultation process was superseded by the Minister's legislative reform proposals, announced in November 2021.

Minister's Reform Proposals

The Minister for Local Government, Hon John Carey MLA, announced a suite of legislative reform proposals on 10 November 2021.

Enabling Local Governments – by Council decision – to pay superannuation to Elected Members was among the Minister's proposals, and this proposal was supported by the sector through WALGA's State Council.

The Minister's legislative reform proposals will be legislated in 2023.

2022 WALGA Annual General Meeting

Following discussion at the Mayors and Presidents' Forum, held as part of the WALGA Convention on Sunday, 2 October, an item of Special Urgent Business was put forward to the Annual General Meeting the following day.

The motion, which was carried by the meeting, is as follows:

That this meeting supports requesting WALGA to advocate for the Local Government reforms to include mandatory superannuation for elected members of Band 1 and Band 2 Councils and supports the optional payment of superannuation for Band 3 and 4 Councils.

Consultation

To inform State Council deliberation, Council feedback is sought on the AGM motion. As noted above, the Minister's soon-to-be-legislated reforms will enable superannuation to be paid by Council determination; the AGM motion would mandate superannuation for Bands 1 and 2 Local Governments. Effectively, the AGM motion, if supported by the Minister, would not have any impact on Local Governments in Bands 3 and 4.

Feedback is sought on the following question:

Does Council support the position carried at the WALGA Annual General Meeting: that superannuation should be mandatory for Elected Members of Band 1 and Band 2 Councils and optional for Band 3 and Band 4 Councils?

To inform an item for the 7 December meeting of State Council, feedback is requested by **Wednesday, 2 November**. Local Governments will also be able to provide feedback through the November round of Zone meetings to be held 23 to 28 November.

For more information, please contact:

Tim Lane, (08) 9213 2029, tlane@walga.asn.au, or Tony Brown, (08) 9213 2051, tbrown@walga.asn.au



Superannuation for Elected Members

Draft Policy Proposal

September 2021



About WALGA

The WA Local Government Association (WALGA) is working for Local Government in Western Australia. As the peak industry body, WALGA advocates on behalf of 139 Western Australian Local Governments. As the united voice of Local Government in Western Australia, WALGA is an independent, membership-based organization representing and supporting the work and interests of Local Governments in Western Australia. WALGA provides an essential voice for 1,222 Elected Members, approximately 22,000 Local Government employees (16,500 Full Time Equivalent's) as well as over 2.67 million constituents of Local Governments in Western Australia.

Contacts

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Entitlement to Superannuation

Elected Members, like all workers, should be entitled to payment of superannuation. Payment of superannuation to Elected Members would address a historical anomaly that has seen Elected Members denied a benefit enjoyed by the broader workforce.

Given community expectations and the time commitment of serving on or leading a Council, many Elected Members are sacrificing opportunities for paid work to serve their community on Council.

As has been well documented through recent Inquiries into Local Government, “the role of a Councillor is challenging. Councillors are responsible for overseeing a complex business – that provides a broad range of functions, manages significant public assets, and employs in some cases hundreds of staff – all in a political and publicly accountable environment.”¹

It is crucial to the functioning of Local Government that Elected Members are appropriately remunerated for their time and contribution.

Payment of superannuation to Elected Members aligns with the objective of the superannuation system, which is “to provide income in retirement to substitute or supplement the Age Pension.”²

In addition, it is hoped that payment of superannuation would lead to greater interest and more nominations to serve on Council from women and younger people, leading to greater representation on Councils by people from traditionally underrepresented demographics.

Current Arrangements

Under current arrangements, Elected Members can voluntarily decide to have all or a portion of their allowances paid into a superannuation fund.

In addition, under the *Superannuation Guarantee (Administration) Act 1992* (Cth), Local Governments can unanimously resolve to be considered an ‘eligible local governing body’ through the *Taxation Administration Act 1953* (Cth).

As a consequence of such a resolution, Elected Members would then be treated similarly to employees and the Local Government would be required to make superannuation

¹ WALGA (2019) *Final Submission: Select Committee into Local Government*. Page 35. [https://www.parliament.wa.gov.au/Parliament/commit.nsf/luInquiryPublicSubmissions/DCCAD309ECAE29E04825848100171E77/\\$file/lo.lgi.150.190910.sub.walga.pdf](https://www.parliament.wa.gov.au/Parliament/commit.nsf/luInquiryPublicSubmissions/DCCAD309ECAE29E04825848100171E77/$file/lo.lgi.150.190910.sub.walga.pdf)

² Australian Government: The Treasury (2021) *Superannuation Reforms*. <https://treasury.gov.au/superannuation-reforms>



contributions in addition to payment of allowances. However, a resolution of this nature also has significant implications: pay as you go (PAYG) tax would be required to be withheld for remission to the Australian Taxation Office (ATO), and Fringe Benefit Tax (FBT) would be applicable to all benefits provided to Elected Members. For these reasons, Local Governments in Australia typically do not pursue this course of action.

Other Jurisdictions

Approaches in other jurisdictions are mixed, however the issue of superannuation entitlements for Elected Members has increasingly been the subject to public debate in other states of Australia.

In New South Wales, following a state-led discussion paper and consultation process, amendments to the Local Government Act have been put forward that would enable Councils to resolve to pay superannuation contributions from July 2022.

This mirrors the approach in Queensland where, under the state's Local Government Act, Councils may resolve to pay superannuation contributions to Elected Members.

Elected Members in Victoria are paid a cash loading equivalent to the superannuation guarantee, but this is not required to be paid into a superannuation fund.

No superannuation is paid in Tasmania, South Australia or the Northern Territory.

Proposed Approach

The recommended advocacy approach is to propose that the *Local Government Act 1995* be amended to facilitate the payment of superannuation to Elected Members in addition to fees and allowances.

This approach avoids the problems associated with the current arrangements around the need to withhold income tax and pay fringe benefits tax.

A fundamental question relates to whether the proposed amendment to the Local Government Act should *require* Local Governments to pay superannuation, or whether the decision to pay superannuation should be a decision of Council.

Under the principle of general competence, Local Governments should be empowered to manage their own affairs and the case could be made that this ought to extend to the payment of superannuation to Elected Members. However, as the superannuation system is underpinned by its universality, and there is potential for payment of superannuation to



become a political debate around the Council table, a strong case can be made for the payment of superannuation to Elected Members to be a legislative requirement.

On balance, it is posited that, to achieve the objectives of the superannuation system and to avoid politicisation of the decision at a local level, payment of superannuation should be a universal entitlement for Elected Members and therefore a requirement of Local Governments contained in the Local Government Act.

Feedback is sought from Members on this specific issue:

Should Local Governments be enabled or required to pay superannuation to Elected Members?

Why is that approach preferred?

As is the case in other jurisdictions, the Salaries and Allowances Tribunal should not consider the payment of superannuation as part of their deliberative process. Specifically, payment of superannuation, equivalent to the superannuation guarantee, should be over and above the fees and allowances determined by the Salaries and Allowances Tribunal.

Costs

There will be a cost associated with the payment of superannuation to Elected Members. These costs will be particularly noticeable in the first year when superannuation becomes payable.

The table below identifies the maximum possible cost of paying superannuation based on the current Salaries and Allowances Tribunal (SAT) determination³, and the current superannuation guarantee of ten percent.

The second column in the table identifies the maximum number of Elected Members currently elected to at least one Local Government in each SAT band in Western Australia. The third column then assumes that the maximum allowances are paid to all Councillors, the Mayor or President and the Deputy Mayor or Deputy President. From this, the maximum superannuation liability, based on the current SAT determination and the current superannuation guarantee of ten percent, per SAT band is calculated.

³ Salaries and Allowances Tribunal (2021) *Determination of the Salaries and Allowances Tribunal on Local Government Chief Executive Officers and Elected Members*, 8 April 2021. <https://www.wa.gov.au/sites/default/files/2021-04/Local%20Government%20Chief%20Executive%20Officers%20and%20Elected%20Members%20Determination%20No%20of%202021.pdf>



It is acknowledged that the actual liability for each Local Government is likely to be less than the maximum due to fewer Elected Members than the maximum listed in the second column, and / or paying less than the maximum allowances to Elected Members. In this way, the table below represents the **maximum** potential cost to Local Governments in each band.

Band	Maximum number of Elected Members (currently)	Maximum fees and allowances	Maximum Superannuation liability
1	15	\$603,199	\$60,320
2	13	\$389,101	\$38,910
3	11	\$235,208	\$23,521
4	11	\$139,653	\$13,965

While the costs are acknowledged, it is argued that on balance the benefits of paying superannuation to Elected Members as outlined in this paper outweigh the costs.

Recommendation

WALGA recommends to the Minister for Local Government:

That the *Local Government Act 1995* be amended to require Local Governments to pay Elected Members, into a nominated superannuation account, an amount equivalent to the superannuation guarantee determined with reference to fees and allowances paid to each Elected Member.

Process for Consultation

This paper has been prepared as a *Draft Policy Position Paper*. Feedback is sought from members in regards to the recommendation put forward by this paper.

Comments or submissions should be made to Tim Lane, Manager Strategy and Association Governance, at tlane@walga.asn.au by **Friday, 29 October**.

State Council's Governance Policy Team will meet in late October to consider member comments and submissions and provide guidance to inform a State Council agenda item, which will be considered at November Zone meetings and the 1 December meeting of State Council.

Following a State Council decision, advocacy will be undertaken with the Minister for Local Government.



Agenda Item 13.1 - Attachment 1

Application Email

Chris Hurstfield

From: HVSrouteassessments <HVSrouteassessments@mainroads.wa.gov.au>
Sent: 23 September 2022 13:07
To: Chris Hurstfield; Alan Sheridan; Kenn Donohoe
Subject: Route Determination - CSI Mining Services - Shire of Ashburton - PIL - Mount Stuart-Red Hill Rd 811Z069 Urandy Creek Rd 811Z094 - RAV Network 10 & Tri Drive Network 5 (AMMS Level 3) - Requesting road owner support
Attachments: MinRes Access-route-assessment - 20220921.pdf; Road Owner Preliminary Assessment Checklist.pdf

Good afternoon,

Please note that you (Chris, Alan and Kenn) have received this email as Matthew Fanning has left. If you could please address the below or forward this to Matthew's replacement, it would be greatly appreciated.

Heavy Vehicle Services (HVS) has received an application to add the following section of roads onto the Restricted Access Vehicle (RAV) Network:

Dimension Requirements					
Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network
811Z069	Mount Stuart-Red Hill Road	0.00 Nanutarra Rd	17.91 Urandy Creek Rd	Nil	Tandem Drive Network 10 & Tri Drive Category 5
811Z094	Urandy Creek Road	0.00 Mount Stuart-Red Hill Road	10.00 (no crossroad at this location)	Nil	Tandem Drive Network 10 & Tri Drive Category 5
Mass Requirements					
Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Mass Level	Requested Mass Level
811Z069	Mount Stuart-Red Hill Road	0.00 Nanutarra Rd	17.91 Urandy Creek Rd	Nil	Level 3
811Z094	Urandy Creek Road	0.00 Mount Stuart-Red Hill Road	10.00 (no crossroad at this location)	Nil	Level 3

Please provide HVS with any comments relating to road condition, planning conflicts, development issues etc. that may be impacted by adding the above roads onto the RAV network or increasing the mass level. The attached preliminary assessment checklist should be used to assist you in identifying any significant deficiencies that may render the roads unsuitable for the requested RAV access.

Please be aware if the road is deemed unsuitable to be added to the relevant RAV network when assessed it may be considered for a Restricted Local Access Permit (RLAP). This permit is for individual access to a road with a specific combination and with suitable conditions to mitigate any risk.

It would be appreciated if you could provide your comment to HVS within four (4) weeks of this email to enable HVS to consider any potential issues as part of our assessment process.

It is important to ensure that any comments are provided with sufficient reasoning, as this may be used to justify the decision to the applicant.

Should you require any further information or assistance regarding this request, please contact the HVS Route Assessment team on 138 486 or hvsrouteassessments@mainroads.wa.gov.au

Kind Regards,

Ryan Aden

Heavy Vehicle Services Officer

Heavy Vehicle Services

p: 138 486

e: hvsrouteassessments@mainroads.wa.gov.au

w: www.mainroads.wa.gov.au



mainroads
WESTERN AUSTRALIA



Main Roads acknowledge the Traditional Custodians throughout Western Australia and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders past, present and emerging.

From: Ashley Edwards2 <Ashley.Edwards2@mrl.com.au>

Sent: Wednesday, 21 September 2022 11:39 AM

To: HVSrouteassessments <HVSrouteassessments@mainroads.wa.gov.au>

Cc: Tendai Chikotie <Tendai.Chikotie@mrl.com.au>; Scott Beattie <Scott.Beattie@mrl.com.au>

Subject: CM: Route Determination - CSI Mining Services - Shire of Asburton - PIL - Mount Stuart-Red Hill Rd 811Z069 Urandy Creek Rd 811Z094 - RAV Network 10 & Tri Drive Network 5 (AMMS Level 3) - Application

You don't often get email from ashley.edwards2@mrl.com.au. [Learn why this is important](#)

CAUTION: This email originated from outside of Main Roads. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Good Morning,

Please see attached application for the use of road trains for construction of the Ken's Bore Mine site within the Shire of Ashburton.

Road Number 811Z069 - Mount Stuart-Red Hill Road - SLK 0 to 18.0

Road Number 811Z094 - Urandy Creek Road - SLK 0 to 10.0

Private / No name road used thereafter to access Ken's Bore / Triodia Camp

<https://www.google.com/maps/dir/-22.4533431,116.0232053/-22.1610052,116.198648/@-22.3004618,116.0592928,34429m/data=!3m1!1e3!4m2!4m1!3e0>

← from Mount Stuart-Red Hill Rd, Nanutarra WA 6751
to Cane, Western Australia 6710

53 min (40.4 km)

via Mount Stuart-Red Hill Rd

Fastest route now due to traffic conditions



Mount Stuart-Red Hill Rd

Nanutarra WA 6751

↑ Head north-east on Mount Stuart-Red Hill Rd
towards Duck Creek Rd

17.9 km

↑ Continue straight

9.7 km

↶ Turn left

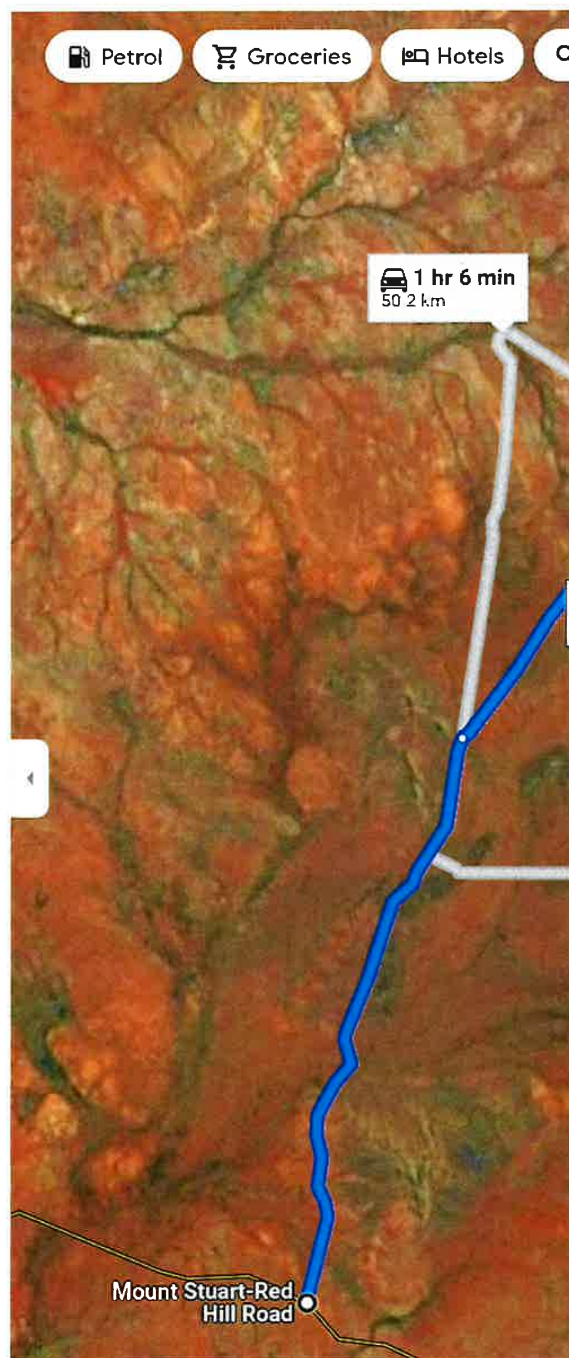
500 m

↷ Turn right

12.3 km

Cane

Western Australia 6710



Please advise if you require any further information.

Regards,
Ash

Ashley Edwards
Senior Project Engineer



20 Walters Drive, Osborne Park, Perth, WA 6017

P +61 8 9329 3400 **F** +61 8 9329 3401 **M** 0415 684 479

E ashley.edwards2@mrl.com.au **W** www.crushing.com.au

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Agenda Item 13.1 - Attachment 2

Route Assessment and Owner Support



Application and Road Owner Support to Add or Amend a Road on a Restricted Access Vehicle Network

Main Roads Heavy Vehicle Services will consider adding a road to the Restricted Access Vehicle (RAV) Network provided support from the relevant road owner is obtained. This application must be completed by the applicant and forwarded to Main Roads who will liaise directly with the relevant road owner to ensure they have no objections to the access.

Applicant Details

Generator Name / Company	Mineral Resources		
Contact Name	Ashley Edwards	Contact Phone Number	0415 684 479
Mobile Phone Number	0415 684 479	Contact Fax Number	
Email Address	Ashley.Edwards2@mrl.com		

RV Length Category to be assessed

Tandem Drive RAV Categories 2-10 Refer to the **Prime Mover, Trailer or Truck, Trailer Operating Conditions** for approved combinations on our website.

AV Category 10 (53.5m)

Tri Drive Categories 1-5 Refer to the **Tri Drive Prime Mover, Trailer or Tri Drive Truck, Trailer Operating Conditions** for approved combinations on our website.

Tri Drive Category 5 (53.5m)

PBS Categories Refer to the **WA Performance Based Standards (PBS) Scheme – Access Levels & Principles** on the **PBS** page on our website.

Other Categories (i.e. Oversize Road Train) Refer to the operating conditions of the particular **Permit Product** for approved combinations on our website.

Oversize Road Train

Concessional Mass Level to be assessed

Level 1 concessional mass is automatically applied when a road is approved on the relevant base Tandem Drive, Tri Drive or PBS Networks listed in the above section.

Level 2 and 3 concessional mass, please select the requested level below. Refer to the **Operating Conditions** on the AMMS page on our website for approved combinations.

Concessional Mass Levels			
	Tandem Axle Group	Tri Axle Group	Quad Axle Group (PBS)
Level 1	17.0t	21.5t	24.0t
Level 2	17.0t	22.5t	27.0t
Level 3	17.5t	23.5t	28.5t

Requested Mass Level

Level 3

Transport Task Details

Estimated Annual Tonnage	100,000	(t)	Estimated Loaded Movements	5	per day
(Please Select)					

Roads to be assessed Please list all requested roads where RAV Access is required (including start and end points) and attach maps.

Road Number 811Z069 - Mount Stuart - Red Hill Road, SLK 0.00 to 17.90

Road Number 811Z094 - Urandy Creek Road, SLK 0.00 to 9.79



Application and Road Owner Support to Add or Amend a Road on a Restricted Access Vehicle Network

Main Roads will liaise directly with the relevant road owner to complete this section.

Road Owner	Shire of Ashburton		
Road Name	Mount Stuart - Red Hill Road and Urandy Creek Road	Road Number	811Z0069 and 811Z094

Contact Details

Contact Name	Chris Hurstfield	Position	Manager Town Maintenance
Contact Phone Number	9188 5511	Contact Fax Number	
Mobile Phone Number	0447 754 696	Email Address	Chris.Hurstfield@ashburton.wa.gov.au

Required Traffic Data

Please provide the AADT, Speed Limit and if the road is on a School Bus Route. If the application is for more than one road, please provide the AADT, speed limit and if the roads are on a School Bus Route for each road in comments box provided below.

Proposed Speed Limit	Max 110km/hr	School Bus Route ?	<input type="radio"/> Yes <input checked="" type="radio"/> No
-----------------------------	--------------	---------------------------	---

ADT

Annual Average Daily Traffic is determined by the total yearly two-way traffic volume divided by 365, expressed as vehicles per day (VPD). Please tick box below.

<input checked="" type="radio"/> 0 to 15 vpd	<input type="radio"/> 16 to 30 vpd	<input type="radio"/> 31 to 50 vpd	<input type="radio"/> 51 to 75 vpd	<input type="radio"/> 75 to 150 vpd	<input type="radio"/> 150 to 500 vpd	<input type="radio"/> 500 to 1000 vpd	<input type="radio"/> 1000+ vpd
--	------------------------------------	------------------------------------	------------------------------------	-------------------------------------	--------------------------------------	---------------------------------------	---------------------------------

Comments: Please detail any community concerns, required conditions and other relevant information.
 If RAV access is endorsed, as the road owner please specify any access conditions that you would like Main Roads to consider (i.e. No operation on unsealed road when visibly wet, without road owner's approval, Headlights to be switch on at all times etc.)
If RAV access is not endorsed please provide reasoning behind your decision.
 NOTE - If condition CA07 (Current written support from the Road Asset Owner, endorsing use of the road, must be obtained, carried in the vehicle and produced upon request.) is required, the road owner is responsible for the administration of condition CA07.

Road Owner Support

As the road owner you are required to conduct a preliminary assessment of the requested road/s to ensure there are no obvious issues that would deem RAV access unsuitable.

<div style="border: 1px solid black; height: 30px; width: 300px;"></div>	On behalf of	<div style="border: 1px solid black; height: 30px; width: 300px;"></div>
support the above decisions, subject to Main Roads final approval.		
Signature	Date	<div style="border: 1px solid black; height: 30px; width: 300px;"></div>

Mail completed form to: hvsrouteassessments@mainroads.wa.gov.au

Heavy Vehicle Services Main Roads WA

Box 374 | WELSHPOOL DC | WA 6986 | Telephone 138 HVO (486) | Fax (08) 9475 8455
www.mainroads.wa.gov.au



Agenda Item 13.1 - Attachment 3

Route for Proposed Access





Agenda Item 13.1 - Attachment 4

Mt Stuart-Red Hill Rd RAV Assessment



RESTRICTED ACCESS VEHICLE ROUTE ASSESSMENT FORM

This form is to be used when completing any Restricted Access Vehicle (RAV) route assessment in conjunction with the *Standard RAV Route Assessment Guidelines* or *Tri Drive Route Assessment Guidelines*. Please complete only those sections relevant to the assessment type, additional information may be added as required.

Assessment Officer Details			
Name	Chris Hurstfield	Name	
Position	Mgr Town Mtce	Position	
Employer	Shire of Ashburton	Employer	
Phone	0447 754 696	Phone	

Road Details			
Road Owner	Shire of Ashburton	Main Roads Region	Pilbara
Road Name	Mt Stuart-Red Hill Rd	Road Number	811Z069
SLK From	0.00	SLK To	17.90
Description From	SLK 56.99 Nanutarra - Munjina Road	Description To	SLK 0.00 Urandy Creek Road
Total Distance:	17.90km	AADT:	<15
Is this a Built Up Area?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Is this a School Bus Route?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

AADT: Annual Average Daily Traffic is determined by the total yearly two-way traffic volume divided by 365, expressed as vehicles per day (VPD)

Assessment Request Details			
Application TRIM#		Road Owner Approval TRIM#	
RAV Network	N10.3, TD5.3	Length	17.90
Products/Restrictions	Nil	Width	6.0
Current RAV Network	Nil	Height	

HVS Use Only	
Reviewer Details	
Name	
Position	
Employer	
Phone	
Date	
Comments:	

Road Width and Features

Rural Roads

All roads that provide a secondary network of National, State and local Government roads connecting cities and towns.

Is this a Rural Road? ☒ Yes ☐ No (If no, please move on to Town Site Roads)

If yes, please complete the below Table

Criteria	Road Section 1	Road Section 2	Road Section 3	Road Section 4	Road Section 5	Road Section 6	Road Section 7	Road Section 8
Road Surface	<input type="checkbox"/> Sealed <input checked="" type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input checked="" type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input checked="" type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input checked="" type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input checked="" type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input checked="" type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input checked="" type="checkbox"/> Unsealed
Carriageway Width (m)	6.0	4.0	6.0					
Sealed Width (m)	N / A	N / A	N / A	N / A	N / A	N / A	N / A	N / A
Location (SLK-SLK)	0.00 – 13.66	13.66 – 13.68	13.68 – 17.90					
Posted Speed Limit (km/h)	Max 110	Max 110	Max 110	Max 110	Max 110	Max 110	Max 110	Max 110

Carriageway Width: That portion of a road or structure devoted particularly to the use of vehicles that is between guide posts, kerbs or barriers where these are provided, inclusive of shoulders and auxiliary lanes.
Seal Width: Width between edges of sealed surface or between edge lines (where installed on undivided carriageways), whichever is less.

Additional Comments

Road narrows to go through gate at SLK 13.67, there is a "second gate" on east side but there are large tubular posts cut off at ground level that could penetrate a tyre if run over.

HVS Use Only

Minimum guideline requirement

Criteria	Road Section 1	Road Section 2	Road Section 3	Road Section 4	Road Section 5
Road Width Requirement					
Low Volume	<input type="checkbox"/> Type A <input type="checkbox"/> Type B	<input type="checkbox"/> Type A <input type="checkbox"/> Type B	<input type="checkbox"/> Type A <input type="checkbox"/> Type B	<input type="checkbox"/> Type A <input type="checkbox"/> Type B	<input type="checkbox"/> Type A <input type="checkbox"/> Type B
Recommended Speed	<input type="checkbox"/> 40 km/h <input type="checkbox"/> 60 km/h <input type="checkbox"/> 70 km/h <input type="checkbox"/> 80 km/h <input type="checkbox"/> 100 km/h	<input type="checkbox"/> 40 km/h <input type="checkbox"/> 60 km/h <input type="checkbox"/> 70 km/h <input type="checkbox"/> 80 km/h <input type="checkbox"/> 100 km/h	<input type="checkbox"/> 40 km/h <input type="checkbox"/> 60 km/h <input type="checkbox"/> 70 km/h <input type="checkbox"/> 80 km/h <input type="checkbox"/> 100 km/h	<input type="checkbox"/> 40 km/h <input type="checkbox"/> 60 km/h <input type="checkbox"/> 70 km/h <input type="checkbox"/> 80 km/h <input type="checkbox"/> 100 km/h	<input type="checkbox"/> 40 km/h <input type="checkbox"/> 60 km/h <input type="checkbox"/> 70 km/h <input type="checkbox"/> 80 km/h <input type="checkbox"/> 100 km/h

Does the Rural Road meet the requirements? ☐ Yes ☐ No

Comments:

Please insert photos relevant to Rural Road Width and Features, including SLK location

Town Site Road

All roads within a populated area of established dwellings, a central place of trade and recognised as a distinct place. Generally the area will act as a central hub of activity for the community.

Is this a Town Site Road? ☐ Yes ☒ No

If yes, please complete the below Table

Please Tick Most Appropriate					
<input type="checkbox"/> Undivided Carriageway 1 Way	<input type="checkbox"/> Divided Carriageway Single Lane				
<input type="checkbox"/> Undivided Carriageway 2 way	<input type="checkbox"/> Divided Carriageway 2 lanes				
<input type="checkbox"/> Undivided Carriageway 2 lanes each way	<input type="checkbox"/> Multiple Carriageway: 3+ lanes				
Width Measurement:					
(Undivided carriageway – 2 Way) Width between sealed edge and road centre (m)					
(Divided carriageway – single lane) Width between sealed edge and edge of median or traffic island (m)					
(Undivided carriageway – 2 lanes) Width between sealed edge and road centre (m)					
(Divided carriageway – 2 lanes) Width between sealed edge and edge of median or traffic island (m)					
(Multiple Lane Carriageways – 3 or more lanes) Width of additional through lane (m)					
Criteria	Road Section 1	Road Section 2	Road Section 3	Road Section 4	Road Section 5
Direction of Travel					
Width (m)					
Location (SLK-SLK)					
Marked Separation line	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Posted Speed Limit (km/h)					
Road Features					
Dedicated Cycle Lanes, Parallel Parking, Regular Angle Parking					
Criteria	Road Feature 1	Road Feature 2	Road Feature 3	Road Feature 4	Road Feature 5
Feature					
Location (SLK-SLK)					
Width (m)					
Additional Comments					
HVS Use Only					
Minimum guideline requirement					
Criteria	Road Section 1	Road Section 2	Road Section 3	Road Section 4	Road Section 5
Road Width Requirement					
Criteria	Road Feature 1	Road Feature 2	Road Feature 3	Road Feature 4	Road Feature 5
Road Width Requirement					
Does the Town Site Road meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Comments:					

Please insert photos relevant to Townsite Road Width and Features, including SLK location

Road Geometry

Road Alignment

Are there any significant curves/bends on the road? ☒ Yes ☐ No
If yes, please complete the below table

SLK	Signage	Swept Path Completed	Lane Correct	Direction of Travel	Sight Distance	Direction of Travel	Sight Distance
2.60	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	North	40m	South	40m
3.53	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	North	40m	South	40m
5.72	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	North	40m	South	40m
6.97	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	North	450m	South	100m
7.50	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	North	350m	South	450m
10.65	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	North	300m	South	100m
12.54	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	North	200m	South	60m
13.39	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	North	150m	South	100m
13.70	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	North	1100m	South	210m
17.49	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	North	250m	South	100m
17.90	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	North		South	
Additional Comments Gates located at SLK's 13.66 and 17.92 just before bends							
HVS Use Only							
RAV is able to stay lane correct <input type="checkbox"/> Yes <input type="checkbox"/> No							
Bend meets sight distance requirement of XXX <input type="checkbox"/> Yes <input type="checkbox"/> No							

Comments

Please insert photos relevant to Road Alignment and Swept Paths including SLK location

Gradients

Have any gradients above 3% for unsealed roads or 5% for sealed roads been identified?

☒ Yes ☐ No

If yes, please complete the below Table

Criteria	Grade 1	Grade 2	Grade 3	Grade 4
Road Surface	<input type="checkbox"/> Sealed <input checked="" type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed
Location (SLK)	0.66 – 0.76			
Grade (%)	4 – 5%			
Length (m)	100m			
<u>Additional Comments</u>				
HVS Use Only				
Minimum Guideline requirement for gradient (%):		RAV 2-6	RAV 7-8	RAV 9-10
Sealed		<input type="checkbox"/> 8%	<input type="checkbox"/> 6%	<input type="checkbox"/> 5%
Unsealed		<input type="checkbox"/> 5%	<input type="checkbox"/> 4%	<input type="checkbox"/> 3%
Meets Guidelines	Grade 1 <input type="checkbox"/> Yes <input type="checkbox"/> No	Grade 2 <input type="checkbox"/> Yes <input type="checkbox"/> No	Grade 3 <input type="checkbox"/> Yes <input type="checkbox"/> No	Grade 4 <input type="checkbox"/> Yes <input type="checkbox"/> No
Comments:				

Please insert photos relevant to Gradients, including SLK location

Road Obstacles: Bridges, Culverts, Floodway's, Overheard Clearance and Railway Crossings

Bridges

A structure (with the exception of gantries) having a clear opening in any span of greater than 3 metres measured between the faces of piers and/or abutments or structures of a lesser span with a deck supported on timber stringers.

Have any drive on bridges been identified? ☐ Yes ☒ No

If yes, please complete the below Table

Criteria	Bridge 1	Bridge 2	Bridge 3	Bridge 4		
Structure Number						
Surface	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed		
Width between kerbs (m)						
Location (SLK)						
Central Line Marking?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Sight Distance 1 and direction of travel (m)						
Sight Distance 2 and direction of travel (m)						
Have all measurements been taken at Truck Driver height of 2.4m <input type="checkbox"/> Yes <input type="checkbox"/> No						
Additional Comments						
HVS Use Only						
Minimum Guideline requirement for width between kerbs (m):						
Meets Guidelines:	Bridge 1 <input type="checkbox"/> Yes <input type="checkbox"/> No	Bridge 2 <input type="checkbox"/> Yes <input type="checkbox"/> No	Bridge 3 <input type="checkbox"/> Yes <input type="checkbox"/> No	Bridge 4 <input type="checkbox"/> Yes <input type="checkbox"/> No		
Has the Structures Engineering Branch given approval for RAV Access?		<input type="checkbox"/> Yes <input type="checkbox"/> No	HPRM Reference #			
Comments:						

Please insert photos relevant to Bridges, including SLK location

Culverts and Floodways

Culvert: A structure under a road having only clear openings of less than or equal to 3 metres measured between the faces of piers and/or abutments or a pipe shaped structure of any diameter.

Floodway: A roadway across a shallow depression subject to flooding, specifically designed to overtop and constructed to resist the damaging effects of overtopping.

Have any culverts or floodways that impact carriageway width been identified?

☐ Yes ☒ No

If yes, please complete the below Table

Feature	Location (SLK)	Width (m)	Direction of Travel	Sight Distance (m)	Direction of Travel	Sight Distance (m)
<input type="checkbox"/> Culvert						
<input type="checkbox"/> Floodway						
<input type="checkbox"/> Culvert						
<input type="checkbox"/> Floodway						
<input type="checkbox"/> Culvert						
<input type="checkbox"/> Floodway						
<input type="checkbox"/> Culvert						
<input type="checkbox"/> Floodway						
<input type="checkbox"/> Culvert						
<input type="checkbox"/> Floodway						
Additional Comments						
HVS Use Only						
Comments: <div style="border: 1px solid red; height: 150px; width: 100%;"></div>						

Please insert photos relevant to Culverts or Floodways, including SLK location

Overhead Clearance

Have any overhead power lines been identified? ☐ Yes ☒ No
(Do not attempt to measure power line heights – approval will be sought by HVS from the cable operator)

Have any other overhead obstructions been identified? ☐ Yes ☒ No
 If yes, please complete the below Table

Criteria	Overhead Obstruction 1	Overhead Obstruction 2	Overhead Obstruction 3	Overhead Obstruction 4
What is the overhead obstruction (e.g. tree, bridge, gantry sign)				
Minimum Clearance (m) (from ground to lowest point of structure over the carriageway)				
SLK Location				
<u>Additional Comments</u>				
HVS Use Only				
Minimum Guideline requirement for overhead obstructions (m): 4.9m				
Meets Guidelines:	Overhead Obstruction 1 <input type="checkbox"/> Yes <input type="checkbox"/> No	Overhead Obstruction 2 <input type="checkbox"/> Yes <input type="checkbox"/> No	Overhead Obstruction 3 <input type="checkbox"/> Yes <input type="checkbox"/> No	Overhead Obstruction 4 <input type="checkbox"/> Yes <input type="checkbox"/> No
(If applicable) Power line Asset Owner Approval HPRM Reference #:				
Comments:				

Please insert photos relevant to Overhead Obstructions, including SLK location

Railway Crossings

Warning Devices and signage for Railways:

- No Protection
- Give Way Sign
- Stop Sign
- Flashing Lights
- Flashing Lights and Boom Gate
- Advanced warning flashing amber lights

Have any Railway Crossings been identified? ☐ Yes ☒ No
 If yes, please complete the below Table

Railway Features <i>For crossings protected by Give Way or Stop Signs, complete ALL fields.</i> <i>For crossings protected by boom gates or flashing lights, Approach Sight Distance only applicable.</i>													
SLK	Direction of Travel	Road Speed Limit	Warning Devices and Signage	Approach Sight Distance (m)	Sight Distance Along Rail (S3)		Sight Distance Along Rail (S3)		Train Speed (Km/h) (Vt)	Angle Between Road and Rail (Degrees) (Z)	Distance From Stop Line to Rail Track (m) (Cv)	Road Width at Crossing (m) (Wr)	Width of Rail Track (m) (Wt)
					Direction	(m)	Direction	(m)					
Have all measurements been taken at Truck Driver height of 2.4m <input type="checkbox"/> Yes <input type="checkbox"/> No													
Is there anything restricting Sight Distance? <i>(e.g. trees, shrubs, signage)</i>													
HVS Use Only													
Minimum Guideline Requirement for Approach Sight Distance					Meets Guideline Requirements:		<input type="checkbox"/> Yes <input type="checkbox"/> No						
Sight Distance Requirement as per the S3 Formula					Meets S3 Formula Requirements:		<input type="checkbox"/> Yes <input type="checkbox"/> No						
Trim Ref #													
Comments													

Stacking Distances				
(If the railway crossing is near to an intersection/T-junction, please specify stacking distance measurements)				
SLK	Direction of Travel	Name of Intersecting Road	Approach Stacking Distance (m)	Departure Stacking Distance (m)
Additional Comments				
HVS Use Only				
Meets Guideline Requirements for Stacking Distance:			<input type="checkbox"/> Yes <input type="checkbox"/> No	
Level Crossing Safety Officer Response:				
TRIM Ref #				
Comments:				

Please insert photos relevant to Railways, including direction of travel, direction of measurement and SLK location.

Intersections

Intersection Layout

Intersection	Kerbing	Islands	Free of Loose Gravel	Adjacent Infrastructure / Obstacles		
011746 Nanutarra-Munjina and Mt Stuart-Red Hill	<input type="checkbox"/> Mountable <input type="checkbox"/> Painted <input type="checkbox"/> Semi-Mountable <input type="checkbox"/> Non-Mountable <input checked="" type="checkbox"/> None	<input type="checkbox"/> Mountable <input type="checkbox"/> Semi-Mountable <input type="checkbox"/> Non-Mountable <input checked="" type="checkbox"/> None	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Vegetation <input type="checkbox"/> Poles/Signs <input type="checkbox"/> Letter boxes <input type="checkbox"/> Culverts <input type="checkbox"/> Other (list below)		
016622 Mt Stuart-Red Hill and Urandy Creek	<input type="checkbox"/> Mountable <input type="checkbox"/> Painted <input type="checkbox"/> Semi-Mountable <input type="checkbox"/> Non-Mountable <input checked="" type="checkbox"/> None	<input type="checkbox"/> Mountable <input type="checkbox"/> Semi-Mountable <input type="checkbox"/> Non-Mountable <input checked="" type="checkbox"/> None	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Vegetation <input type="checkbox"/> Poles/Signs <input type="checkbox"/> Letter boxes <input type="checkbox"/> Culverts <input checked="" type="checkbox"/> Other (list below)		
	<input type="checkbox"/> Mountable <input type="checkbox"/> Painted <input type="checkbox"/> Semi-Mountable <input type="checkbox"/> Non-Mountable <input type="checkbox"/> None	<input type="checkbox"/> Mountable <input type="checkbox"/> Semi-Mountable <input type="checkbox"/> Non-Mountable <input type="checkbox"/> None	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Vegetation <input type="checkbox"/> Poles/Signs <input type="checkbox"/> Letter boxes <input type="checkbox"/> Culverts <input type="checkbox"/> Other (list below)		
	<input type="checkbox"/> Mountable <input type="checkbox"/> Painted <input type="checkbox"/> Semi-Mountable <input type="checkbox"/> Non-Mountable <input type="checkbox"/> None	<input type="checkbox"/> Mountable <input type="checkbox"/> Semi-Mountable <input type="checkbox"/> Non-Mountable <input type="checkbox"/> None	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Vegetation <input type="checkbox"/> Poles/Signs <input type="checkbox"/> Letter boxes <input type="checkbox"/> Culverts <input type="checkbox"/> Other (list below)		
Centre Traffic Islands						
Intersection	Islands		Stacking Distance (m)			
	<input type="checkbox"/> Mountable <input type="checkbox"/> Non-Mountable	<input type="checkbox"/> Semi-Mountable <input type="checkbox"/> None				
	<input type="checkbox"/> Mountable <input type="checkbox"/> Non-Mountable	<input type="checkbox"/> Semi-Mountable <input type="checkbox"/> None				
	<input type="checkbox"/> Mountable <input type="checkbox"/> Non-Mountable	<input type="checkbox"/> Semi-Mountable <input type="checkbox"/> None				
Additional Comments						
Gate located at SLK 17.90, intersection of Mt Stuart-Red Hill Rd and Urandy Creek Rd						
HVS Use Only						
Is the Intersection suitable for RAV Access?		<input type="checkbox"/> Yes <input type="checkbox"/> No				
Comments:						

Please insert photos showing the intersection layout, including the name of the intersecting roads, direction of travel and SLK location.

Swept Paths

Where there is any possibility that the RAV may have insufficient clearance from kerbs or other nearby objects, standard turning templates shall be used to accurately check the swept path of the RAV. Using Autoturn, the appropriate vehicle combination must be used to check all turning movements at all required intersections and any clearance problems should be noted.

Has a Swept Path been conducted for each intersection and roundabout?

☐ Yes ☒ No

Additional Comments	
The Shire of Ashburton does not have access to Autoturn.	
The officer conducting the assessment is an experienced Multiple Combination vehicle operator.	
HVS Use Only	
Vehicle Combination Used for Swept Paths:	
Are all Swept Paths on trafficable ground?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do all Swept Paths have sufficient clearance from non-mountable kerbing?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do all Swept Paths have sufficient clearance from all nearby objects?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do any left or right turn swept paths cross the centreline of the road? If so, are sight distance sufficient in all directions	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments:	

Please insert photos for swept path assessments below, including the name of the intersecting roads and direction of travel.

Entering Sight Distance

The required sight distance for a RAV driver to see a sufficient gap in oncoming traffic that will allow a RAV, with greater length and lower acceleration capacity, to clear the intersection safely.

Name of Intersecting Road	Direction of Travel	Grade (%)	Speed Limit	Entering Sight Distance		Entering Sight Distance		HVS Only Guideline (m)
				Direction	(m)	Direction	(m)	
Nanutarra – Munjina Road	South	2	110	East	1,300	West	1,150	
Urandy Creek Road	North	0	Max 110	Northeast	50			
Have all measurements been taken at Truck Driver height of 2.4m to a height that considers all traffic? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No								
Is there anything restricting Sight Distance? (e.g. trees, shrubs, signage)				Roadside vegetation and curve in Nanutarra – Munjina Road				
Additional Comments								
HVS Use Only								
All Entering Sight Distances meets guideline requirements: <input type="checkbox"/> Yes <input type="checkbox"/> No								
If no, is there anything that can mitigate the risk? (e.g. warning signage, vegetation clearing)								
Comments								

Please insert photos showing all of the entering sight distances, including the name of the intersecting roads, direction of travel, direction of measurement and SLK location.

Approach Sight Distance

The distance required for a driver of a RAV, travelling at a given speed, to observe the approaching intersection, and react or stop if necessary.

Name of Approaching Road	Direction of Travel	Recommended Speed of RAV	Is there warning signage	Grade (%)	Approach Distance (m)	HVS Only Guideline (m)
Nanutarra-Munjina Rd	South	30	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	2	760	
Mt Stuart-Red Hill Rd	East	100	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	0	1,300	
Mt Stuart-Red Hill Rd	West	100	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	0	1,150	
Mt Stuart-Red Hill Rd	South	20	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	0	40	
Urandy Creek Rd	North	20	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	0	120	
Have all measurements been taken at Truck Driver height of 2.4m <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No						
Is there anything restricting Sight Distance? (e.g. trees, shrubs, signage)						
Additional Comments Gates across Mt Stuart – Red Hill Road SLK 0.33 and SLK 13.67 and across Urandy Creek Road SLK 0.01.						
HVS Use Only						
All Approach Sight Distances meets guideline requirements: <input type="checkbox"/> Yes <input type="checkbox"/> No						
If no, is there anything that can mitigate the risk? (e.g. warning signage, vegetation clearing)						
Comments:						

Please insert photos showing all of the approach sight distances, including the name of the approaching roads, direction of travel and SLK location.

Assets

Acceleration Lanes

To assist in ensuring network performance levels are maintained, the assessor needs to identify if acceleration lanes and turn pockets are present at intersections and the length of these treatments. Consultation with the relevant road manager should be undertaken to ensure existing treatments remain adequate and consideration is given to potential significant impacts on network performance that may justify intersection upgrades such as turn pockets or acceleration lanes.

Through Road	Length of Acceleration Lane
Nanutarra – Munjina Road	MRWA to assess
<u>Additional Comments</u>	
HVS Use Only	
Is the acceleration lane adequate <input type="checkbox"/> Yes <input type="checkbox"/> No	
Comments:	

Please insert photos relevant to Acceleration Lane, including SLK location

Overtaking Opportunities

(Provision of additional overtaking opportunities is usually not justified for AADT of 500 or below)

Does the AADT exceed 500? ☐ Yes ☒ No

If yes, please complete the below Table

Maximum Distances		
Maximum average distance between overtaking opportunity (km)		
Maximum distance between overtaking opportunities (km)		
Minimum Length for Overtaking Opportunities		
Location (SLK-SLK)	Length of Overtaking Opportunity	HVS Only Guideline (m)
Is there seasonal traffic on this road? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please detail:		
Additional Comments		
HVS Use Only		
Guideline requirement for Maximum Average Distance (km):		
Guideline requirement for Maximum Distance between Opportunities (km):		
All Overtaking Distances meet guideline requirements: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Comments:		

Please insert photos relevant to Overtaking Opportunities, including SLK location

Off Road Parking

Is this a rural road exceeding 80km or a remote road exceeding 120 km in length?

☐ Yes ☒ No

If yes, please complete the below Table

SLK	Direction of Travel	Speed Limit	Grade %	Clearance from edge of pavement (m)	Approach Sight Distance (m)	Entering Sight Distance		Entering Sight Distance	
						Direction	(m)	Direction	(m)
Have all measurements been taken at Truck Driver height of 2.4m <input type="checkbox"/> Yes <input type="checkbox"/> No									
Comments									
HVS Use Only									
Minimum Guideline requirement for Entering Sight Distance (m):									
All Entering Sight Distances meets guideline requirements: <input type="checkbox"/> Yes <input type="checkbox"/> No									
Minimum Guideline requirement for Approach Sight Distance (m):									
All Approach Sight Distances meets guideline requirements: <input type="checkbox"/> Yes <input type="checkbox"/> No									
If no, is there anything that can mitigate the risk? (e.g. warning signage, vegetation clearing)									
Comments:									

Please insert photos relevant to Off Road Parking, including SLK location

Community Considerations

What are the major concerns that need to be addressed? (tick all that apply)			
<input type="checkbox"/> Noise	<input type="checkbox"/> Vibration	<input type="checkbox"/> Smell	<input checked="" type="checkbox"/> Other
Details: Dust, tracking gravel back onto Nanutarra – Munjina Road, conflict with pastoral station operations			
What agencies have been contacted with regards to any community issues or concerns? (tick all that apply)			
<input type="checkbox"/> Regional Office	<input checked="" type="checkbox"/> Local Government Authority	<input type="checkbox"/> Local Police	<input checked="" type="checkbox"/> Other
Details: Adjoining pastoral stations have expressed concerns regarding mining operations using roads through pastoral leases			
HVS Use Only			
Comments:			

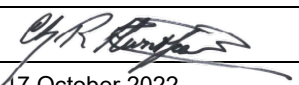
Other Considerations/Comments

Details: Applicant has advised that they will carry out any modifications required to horizontal and vertical alignment to assist in making route accessible for Restricted Access Vehicles.
HVS Use Only
Comments:

Assessment Declaration:

I hereby declare that:

1. I have assessed this route in accordance with all requirements and procedures in Main Roads Western Australia *Standard Restricted Access Vehicle (RAV) Route Assessment Guidelines, Tri-Drive Route Assessment Guidelines and Guidelines for Approving RAV Access*, and
2. The information provided on this form and any attached documents is true and correct to the best of my knowledge.

Assessment Officer Details			
Name	Chris Hurstfield	Name	
Position	Manager Town Maintenance	Position	
Representing	Shire of Ashburton	Representing	
Signature:		Signature:	
Date:	17 October 2022	Date:	
Recommendation			
I hereby endorse the route's suitability for RAV access as follows:			
RAV Network(s):			
<input checked="" type="checkbox"/> This road is unsuitable for RAV Access			
<input type="checkbox"/> This road is suitable for RAV Access			
		<input type="checkbox"/> Type A Low Volume	<input type="checkbox"/> Type B Low Volume
Specific Conditions:			
Comments: The current horizontal and vertical alignments of the road are not suitable for unrestricted RAV access. If reconstruction was carried out to reduce vertical gradients and the bends mentioned in the Road Geometry section above are realigned, then RAV access could be reconsidered.			
This section must be signed by a CEO/ Deputy CEO or Regional Manager.			
Comments:			
Name:		Signature:	
Date:			

HVS Assessment Review

HVS Use Only			
Recommendation			
I have reviewed this assessment in accordance with all requirements and procedures in Main Roads Western Australia Standard Restricted Access Vehicle (RAV) Route Assessment Guidelines, Tri-Drive Route Assessment Guidelines and Guidelines for Approving RAV Access and recommend RAV access as follows:			
RAV Network(s):			
<input type="checkbox"/> This road is unsuitable for RAV Access			
<input type="checkbox"/> This road is suitable for RAV Access		<input type="checkbox"/> Type A Low Volume	<input type="checkbox"/> Type B Low Volume
Specific Conditions:			
Comments:			
Name:		Signature	
Date:			
Management Meeting			
Management Meeting Date:			
Management Meeting Outcome:			
If approved and Railway Crossings have been identified on the road			
Has an email been sent to ARC?	<input type="checkbox"/> Yes <input type="checkbox"/> No	HPRM Ref Number:	
If approved and Traffic Signals have been identified on the road			
Has an email been sent to Traffic Systems Operations?	<input type="checkbox"/> Yes <input type="checkbox"/> No	HPRM Ref Number:	



Agenda Item 13.1 - Attachment 5

Urandy Creek Rd RAV Assessment



RESTRICTED ACCESS VEHICLE ROUTE ASSESSMENT FORM

This form is to be used when completing any Restricted Access Vehicle (RAV) route assessment in conjunction with the *Standard RAV Route Assessment Guidelines* or *Tri Drive Route Assessment Guidelines*. Please complete only those sections relevant to the assessment type, additional information may be added as required.

Assessment Officer Details			
Name	Chris Hurstfield	Name	
Position	Mgr Town Mtce	Position	
Employer	Shire of Ashburton	Employer	
Phone	0447 754 696	Phone	

Road Details			
Road Owner	Shire of Ashburton	Main Roads Region	Pilbara
Road Name	Urandy Creek Rd	Road Number	811Z094
SLK From	0.00	SLK To	17.90
Description From	SLK 17.90 Mt Stuart- Red Hill Rd	Description To	SLK 9.79 Urandy Creek Road
Total Distance:	9.79km	AADT:	<20
Is this a Built Up Area?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Is this a School Bus Route?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

AADT: Annual Average Daily Traffic is determined by the total yearly two-way traffic volume divided by 365, expressed as vehicles per day (VPD)

Assessment Request Details			
Application TRIM#		Road Owner Approval TRIM#	
RAV Network	N10.3, TD5.3	Length	
Products/Restrictions	Nil	Width	
Current RAV Network	Nil	Height	

HVS Use Only	
Reviewer Details	
Name	
Position	
Employer	
Phone	
Date	
Comments:	

Road Width and Features

Rural Roads

All roads that provide a secondary network of National, State and local Government roads connecting cities and towns.

Is this a Rural Road? ☒ Yes ☐ No (If no, please move on to Town Site Roads)

If yes, please complete the below Table

Criteria	Road Section 1	Road Section 2	Road Section 3	Road Section 4	Road Section 5
Road Surface	<input type="checkbox"/> Sealed <input checked="" type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input checked="" type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed
Carriageway Width (m)	6.0 – 9.0	6.0			
Sealed Width (m)					
Location (SLK-SLK)	0.00 – 0.06	0.06 – 9.79			
Posted Speed Limit (km/h)	Max 110				
<p>Carriageway Width: That portion of a road or structure devoted particularly to the use of vehicles that is between guide posts, kerbs or barriers where these are provided, inclusive of shoulders and auxiliary lanes.</p> <p>Seal Width: Width between edges of sealed surface or between edge lines (where installed on undivided carriageways), whichever is less.</p>					
Additional Comments					
HVS Use Only					
Minimum guideline requirement					
Criteria	Road Section 1	Road Section 2	Road Section 3	Road Section 4	Road Section 5
Road Width Requirement					
Low Volume	<input type="checkbox"/> Type A <input type="checkbox"/> Type B	<input type="checkbox"/> Type A <input type="checkbox"/> Type B	<input type="checkbox"/> Type A <input type="checkbox"/> Type B	<input type="checkbox"/> Type A <input type="checkbox"/> Type B	<input type="checkbox"/> Type A <input type="checkbox"/> Type B
Recommended Speed	<input type="checkbox"/> 40 km/h <input type="checkbox"/> 60 km/h <input type="checkbox"/> 70 km/h <input type="checkbox"/> 80 km/h <input type="checkbox"/> 100 km/h	<input type="checkbox"/> 40 km/h <input type="checkbox"/> 60 km/h <input type="checkbox"/> 70 km/h <input type="checkbox"/> 80 km/h <input type="checkbox"/> 100 km/h	<input type="checkbox"/> 40 km/h <input type="checkbox"/> 60 km/h <input type="checkbox"/> 70 km/h <input type="checkbox"/> 80 km/h <input type="checkbox"/> 100 km/h	<input type="checkbox"/> 40 km/h <input type="checkbox"/> 60 km/h <input type="checkbox"/> 70 km/h <input type="checkbox"/> 80 km/h <input type="checkbox"/> 100 km/h	<input type="checkbox"/> 40 km/h <input type="checkbox"/> 60 km/h <input type="checkbox"/> 70 km/h <input type="checkbox"/> 80 km/h <input type="checkbox"/> 100 km/h
Does the Rural Road meet the requirements? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Comments:					

Please insert photos relevant to Rural Road Width and Features, including SLK location

Town Site Road

All roads within a populated area of established dwellings, a central place of trade and recognised as a distinct place. Generally the area will act as a central hub of activity for the community.

Is this a Town Site Road? ☐ Yes ☐ No

If yes, please complete the below Table

Please Tick Most Appropriate					
<input type="checkbox"/> Undivided Carriageway 1 Way	<input type="checkbox"/> Divided Carriageway Single Lane				
<input type="checkbox"/> Undivided Carriageway 2 way	<input type="checkbox"/> Divided Carriageway 2 lanes				
<input type="checkbox"/> Undivided Carriageway 2 lanes each way	<input type="checkbox"/> Multiple Carriageway: 3+ lanes				
Width Measurement:					
(Undivided carriageway – 2 Way) Width between sealed edge and road centre (m)					
(Divided carriageway – single lane) Width between sealed edge and edge of median or traffic island (m)					
(Undivided carriageway – 2 lanes) Width between sealed edge and road centre (m)					
(Divided carriageway – 2 lanes) Width between sealed edge and edge of median or traffic island (m)					
(Multiple Lane Carriageways – 3 or more lanes) Width of additional through lane (m)					
Criteria	Road Section 1	Road Section 2	Road Section 3	Road Section 4	Road Section 5
Direction of Travel					
Width (m)					
Location (SLK-SLK)					
Marked Separation line	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Posted Speed Limit (km/h)					
Road Features					
Dedicated Cycle Lanes, Parallel Parking, Regular Angle Parking					
Criteria	Road Feature 1	Road Feature 2	Road Feature 3	Road Feature 4	Road Feature 5
Feature					
Location (SLK-SLK)					
Width (m)					
Additional Comments					
HVS Use Only					
Minimum guideline requirement					
Criteria	Road Section 1	Road Section 2	Road Section 3	Road Section 4	Road Section 5
Road Width Requirement					
Criteria	Road Feature 1	Road Feature 2	Road Feature 3	Road Feature 4	Road Feature 5
Road Width Requirement					
Does the Town Site Road meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Comments:					

Please insert photos relevant to Townsite Road Width and Features, including SLK location

Road Geometry

Road Alignment

Are there any significant curves/bends on the road? ☐ Yes ☐ No
If yes, please complete the below table

SLK	Signage	Swept Path Completed	Lane Correct	Direction of Travel	Sight Distance	Direction of Travel	Sight Distance
0.03	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	North	100m	South	200m
0.26	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	North	40m	South	250m
	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
	<input type="checkbox"/> Warning Sign <input type="checkbox"/> Advisory Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				

Additional Comments

HVS Use Only

RAV is able to stay lane correct ☐ Yes ☐ No

Bend meets sight distance requirement of XXX ☐ Yes ☐ No

Comments

Please insert photos relevant to Road Alignment and Swept Paths including SLK location

Gradients

Have any gradients above 3% for unsealed roads or 5% for sealed roads been identified?

☐ Yes ☒ No

If yes, please complete the below Table

Criteria	Grade 1	Grade 2	Grade 3	Grade 4
Road Surface	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed
Location (SLK)				
Grade (%)				
Length (m)				
<u>Additional Comments</u>				
HVS Use Only				
Minimum Guideline requirement for gradient (%):		RAV 2-6	RAV 7-8	RAV 9-10
Sealed		<input type="checkbox"/> 8%	<input type="checkbox"/> 6%	<input type="checkbox"/> 5%
Unsealed		<input type="checkbox"/> 5%	<input type="checkbox"/> 4%	<input type="checkbox"/> 3%
Meets Guidelines	Grade 1 <input type="checkbox"/> Yes <input type="checkbox"/> No	Grade 2 <input type="checkbox"/> Yes <input type="checkbox"/> No	Grade 3 <input type="checkbox"/> Yes <input type="checkbox"/> No	Grade 4 <input type="checkbox"/> Yes <input type="checkbox"/> No
Comments:				

Please insert photos relevant to Gradients, including SLK location

Road Obstacles: Bridges, Culverts, Floodway's, Overheard Clearance and Railway Crossings

Bridges

A structure (with the exception of gantries) having a clear opening in any span of greater than 3 metres measured between the faces of piers and/or abutments or structures of a lesser span with a deck supported on timber stringers.

Have any drive on bridges been identified? ☐ Yes ☒ No

If yes, please complete the below Table

Criteria	Bridge 1	Bridge 2	Bridge 3	Bridge 4		
Structure Number						
Surface	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed	<input type="checkbox"/> Sealed <input type="checkbox"/> Unsealed		
Width between kerbs (m)						
Location (SLK)						
Central Line Marking?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Sight Distance 1 and direction of travel (m)						
Sight Distance 2 and direction of travel (m)						
Have all measurements been taken at Truck Driver height of 2.4m <input type="checkbox"/> Yes <input type="checkbox"/> No						
Additional Comments						
HVS Use Only						
Minimum Guideline requirement for width between kerbs (m):						
Meets Guidelines:	Bridge 1 <input type="checkbox"/> Yes <input type="checkbox"/> No	Bridge 2 <input type="checkbox"/> Yes <input type="checkbox"/> No	Bridge 3 <input type="checkbox"/> Yes <input type="checkbox"/> No	Bridge 4 <input type="checkbox"/> Yes <input type="checkbox"/> No		
Has the Structures Engineering Branch given approval for RAV Access?		<input type="checkbox"/> Yes <input type="checkbox"/> No	HPRM Reference #			
Comments:						

Please insert photos relevant to Bridges, including SLK location

Culverts and Floodways

Culvert: A structure under a road having only clear openings of less than or equal to 3 metres measured between the faces of piers and/or abutments or a pipe shaped structure of any diameter.

Floodway: A roadway across a shallow depression subject to flooding, specifically designed to overtop and constructed to resist the damaging effects of overtopping.

Have any culverts or floodways that impact carriageway width been identified?

☐ Yes ☒ No

If yes, please complete the below Table

Feature	Location (SLK)	Width (m)	Direction of Travel	Sight Distance (m)	Direction of Travel	Sight Distance (m)
<input type="checkbox"/> Culvert						
<input type="checkbox"/> Floodway						
<input type="checkbox"/> Culvert						
<input type="checkbox"/> Floodway						
<input type="checkbox"/> Culvert						
<input type="checkbox"/> Floodway						
<input type="checkbox"/> Culvert						
<input type="checkbox"/> Floodway						
<input type="checkbox"/> Culvert						
<input type="checkbox"/> Floodway						
Additional Comments						
HVS Use Only						
Comments: <div style="border: 1px solid red; height: 150px; width: 100%;"></div>						

Please insert photos relevant to Culverts or Floodways, including SLK location

Overhead Clearance

Have any overhead power lines been identified? ☐ Yes ☒ No
(Do not attempt to measure power line heights – approval will be sought by HVS from the cable operator)

Have any other overhead obstructions been identified? ☐ Yes ☒ No
If yes, please complete the below Table

Criteria	Overhead Obstruction 1	Overhead Obstruction 2	Overhead Obstruction 3	Overhead Obstruction 4
What is the overhead obstruction (e.g. tree, bridge, gantry sign)				
Minimum Clearance (m) (from ground to lowest point of structure over the carriageway)				
SLK Location				
<u>Additional Comments</u>				
HVS Use Only				
Minimum Guideline requirement for overhead obstructions (m): 4.9m				
Meets Guidelines:	Overhead Obstruction 1 <input type="checkbox"/> Yes <input type="checkbox"/> No	Overhead Obstruction 2 <input type="checkbox"/> Yes <input type="checkbox"/> No	Overhead Obstruction 3 <input type="checkbox"/> Yes <input type="checkbox"/> No	Overhead Obstruction 4 <input type="checkbox"/> Yes <input type="checkbox"/> No
(If applicable) Power line Asset Owner Approval HPRM Reference #:				
Comments:				

Please insert photos relevant to Overhead Obstructions, including SLK location

Railway Crossings

Warning Devices and signage for Railways:

- No Protection
- Give Way Sign
- Stop Sign
- Flashing Lights
- Flashing Lights and Boom Gate
- Advanced warning flashing amber lights

Have any Railway Crossings been identified? ☐ Yes ☐ No
If yes, please complete the below Table

Railway Features <i>For crossings protected by Give Way or Stop Signs, complete ALL fields.</i> <i>For crossings protected by boom gates or flashing lights, Approach Sight Distance only applicable.</i>													
SLK	Direction of Travel	Road Speed Limit	Warning Devices and Signage	Approach Sight Distance (m)	Sight Distance Along Rail (S3)		Sight Distance Along Rail (S3)		Train Speed (Km/h) (Vt)	Angle Between Road and Rail (Degrees) (Z)	Distance From Stop Line to Rail Track (m) (Cv)	Road Width at Crossing (m) (Wr)	Width of Rail Track (m) (Wt)
					Direction	(m)	Direction	(m)					
Have all measurements been taken at Truck Driver height of 2.4m <input type="checkbox"/> Yes <input type="checkbox"/> No													
Is there anything restricting Sight Distance? <i>(e.g. trees, shrubs, signage)</i>													
HVS Use Only													
Minimum Guideline Requirement for Approach Sight Distance					Meets Guideline Requirements:		<input type="checkbox"/> Yes <input type="checkbox"/> No						
Sight Distance Requirement as per the S3 Formula					Meets S3 Formula Requirements:		<input type="checkbox"/> Yes <input type="checkbox"/> No						
Trim Ref #													
Comments													

Stacking Distances				
(If the railway crossing is near to an intersection/T-junction, please specify stacking distance measurements)				
SLK	Direction of Travel	Name of Intersecting Road	Approach Stacking Distance (m)	Departure Stacking Distance (m)
Additional Comments				
HVS Use Only				
Meets Guideline Requirements for Stacking Distance:			<input type="checkbox"/> Yes <input type="checkbox"/> No	
Level Crossing Safety Officer Response:				
TRIM Ref #				
Comments:				

Please insert photos relevant to Railways, including direction of travel, direction of measurement and SLK location.

Intersections

Intersection Layout

Intersection	Kerbing	Islands	Free of Loose Gravel	Adjacent Infrastructure / Obstacles		
016622 Mt Stuart-Red Hill and Urandy Creek	<input type="checkbox"/> Mountable <input type="checkbox"/> Painted <input type="checkbox"/> Semi-Mountable <input type="checkbox"/> Non-Mountable <input checked="" type="checkbox"/> None	<input type="checkbox"/> Mountable <input type="checkbox"/> Semi-Mountable <input type="checkbox"/> Non-Mountable <input checked="" type="checkbox"/> None	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Vegetation <input type="checkbox"/> Poles/Signs <input type="checkbox"/> Letter boxes <input type="checkbox"/> Culverts <input checked="" type="checkbox"/> Other (list below)		
	<input type="checkbox"/> Mountable <input type="checkbox"/> Painted <input type="checkbox"/> Semi-Mountable <input type="checkbox"/> Non-Mountable <input type="checkbox"/> None	<input type="checkbox"/> Mountable <input type="checkbox"/> Semi-Mountable <input type="checkbox"/> Non-Mountable <input type="checkbox"/> None	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Vegetation <input type="checkbox"/> Poles/Signs <input type="checkbox"/> Letter boxes <input type="checkbox"/> Culverts <input type="checkbox"/> Other (list below)		
	<input type="checkbox"/> Mountable <input type="checkbox"/> Painted <input type="checkbox"/> Semi-Mountable <input type="checkbox"/> Non-Mountable <input type="checkbox"/> None	<input type="checkbox"/> Mountable <input type="checkbox"/> Semi-Mountable <input type="checkbox"/> Non-Mountable <input type="checkbox"/> None	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Vegetation <input type="checkbox"/> Poles/Signs <input type="checkbox"/> Letter boxes <input type="checkbox"/> Culverts <input type="checkbox"/> Other (list below)		
	<input type="checkbox"/> Mountable <input type="checkbox"/> Painted <input type="checkbox"/> Semi-Mountable <input type="checkbox"/> Non-Mountable <input type="checkbox"/> None	<input type="checkbox"/> Mountable <input type="checkbox"/> Semi-Mountable <input type="checkbox"/> Non-Mountable <input type="checkbox"/> None	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Vegetation <input type="checkbox"/> Poles/Signs <input type="checkbox"/> Letter boxes <input type="checkbox"/> Culverts <input type="checkbox"/> Other (list below)		
Centre Traffic Islands						
Intersection	Islands		Stacking Distance (m)			
	<input type="checkbox"/> Mountable <input type="checkbox"/> Non-Mountable	<input type="checkbox"/> Semi-Mountable <input type="checkbox"/> None				
	<input type="checkbox"/> Mountable <input type="checkbox"/> Non-Mountable	<input type="checkbox"/> Semi-Mountable <input type="checkbox"/> None				
	<input type="checkbox"/> Mountable <input type="checkbox"/> Non-Mountable	<input type="checkbox"/> Semi-Mountable <input type="checkbox"/> None				
Additional Comments						
Gate located at SLK 0.01 with adjacent bore/water tank/trough and cattle yards.						
HVS Use Only						
Is the Intersection suitable for RAV Access?		<input type="checkbox"/> Yes <input type="checkbox"/> No				
Comments:						

Please insert photos showing the intersection layout, including the name of the intersecting roads, direction of travel and SLK location.

Swept Paths

Where there is any possibility that the RAV may have insufficient clearance from kerbs or other nearby objects, standard turning templates shall be used to accurately check the swept path of the RAV. Using Autoturn, the appropriate vehicle combination must be used to check all turning movements at all required intersections and any clearance problems should be noted.

Has a Swept Path been conducted for each intersection and roundabout?

☐ Yes ☒ No

Additional Comments	
The Shire of Ashburton does not have access to Autoturn.	
The officer conducting the assessment is an experienced Multiple Combination vehicle operator.	
HVS Use Only	
Vehicle Combination Used for Swept Paths:	
Are all Swept Paths on trafficable ground?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do all Swept Paths have sufficient clearance from non-mountable kerbing?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do all Swept Paths have sufficient clearance from all nearby objects?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do any left or right turn swept paths cross the centreline of the road? If so, are sight distance sufficient in all directions	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments:	

Please insert photos for swept path assessments below, including the name of the intersecting roads and direction of travel.

Entering Sight Distance

The required sight distance for a RAV driver to see a sufficient gap in oncoming traffic that will allow a RAV, with greater length and lower acceleration capacity, to clear the intersection safely.

Name of Intersecting Road	Direction of Travel	Grade (%)	Speed Limit	Entering Sight Distance		Entering Sight Distance		HVS Only Guideline (m)
				Direction	(m)	Direction	(m)	
Mt Stuart-Red Hill Rd	South	0	Max 110	Southwest	40			

Have all measurements been taken at Truck Driver height of 2.4m to a height that considers all traffic?
☒ Yes ☐ No

Is there anything restricting Sight Distance?
 (e.g. trees, shrubs, signage) Roadside vegetation

Additional Comments

HVS Use Only

All Entering Sight Distances meets guideline requirements: ☐ Yes ☐ No

If no, is there anything that can mitigate the risk?
 (e.g. warning signage, vegetation clearing)

Comments

Please insert photos showing all of the entering sight distances, including the name of the intersecting roads, direction of travel, direction of measurement and SLK location.

Approach Sight Distance

The distance required for a driver of a RAV, travelling at a given speed, to observe the approaching intersection, and react or stop if necessary.

Name of Approaching Road	Direction of Travel	Recommended Speed of RAV	Is there warning signage	Grade (%)	Approach Distance (m)	HVS Only Guideline (m)
Urandy Creek Rd	North	20	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	0	120	
Mt Stuart-Red Hill Rd	South	20	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	0	40	
			<input type="checkbox"/> Yes <input type="checkbox"/> No			
			<input type="checkbox"/> Yes <input type="checkbox"/> No			
			<input type="checkbox"/> Yes <input type="checkbox"/> No			
Have all measurements been taken at Truck Driver height of 2.4m <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No						
Is there anything restricting Sight Distance? (e.g. trees, shrubs, signage)						
Additional Comments Gate across Urandy Creek Road SLK 0.01.						
HVS Use Only						
All Approach Sight Distances meets guideline requirements: <input type="checkbox"/> Yes <input type="checkbox"/> No						
If no, is there anything that can mitigate the risk? (e.g. warning signage, vegetation clearing)						
Comments:						

Please insert photos showing all of the approach sight distances, including the name of the approaching roads, direction of travel and SLK location.

Assets

Acceleration Lanes

To assist in ensuring network performance levels are maintained, the assessor needs to identify if acceleration lanes and turn pockets are present at intersections and the length of these treatments. Consultation with the relevant road manager should be undertaken to ensure existing treatments remain adequate and consideration is given to potential significant impacts on network performance that may justify intersection upgrades such as turn pockets or acceleration lanes.

Through Road	Length of Acceleration Lane
Not applicable	
<u>Additional Comments</u>	
HVS Use Only	
Is the acceleration lane adequate <input type="checkbox"/> Yes <input type="checkbox"/> No	
Comments:	

Please insert photos relevant to Acceleration Lane, including SLK location

Overtaking Opportunities*(Provision of additional overtaking opportunities is usually not justified for AADT of 500 or below)*Does the AADT exceed 500? ☐ Yes ☒ No

If yes, please complete the below Table

Maximum Distances		
Maximum average distance between overtaking opportunity (km)		
Maximum distance between overtaking opportunities (km)		
Minimum Length for Overtaking Opportunities		
Location (SLK-SLK)	Length of Overtaking Opportunity	HVS Only Guideline (m)
Is there seasonal traffic on this road? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please detail:		
Additional Comments		
HVS Use Only		
Guideline requirement for Maximum Average Distance (km):		
Guideline requirement for Maximum Distance between Opportunities (km):		
All Overtaking Distances meet guideline requirements: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Comments:		

Please insert photos relevant to Overtaking Opportunities, including SLK location

Off Road Parking

Is this a rural road exceeding 80km or a remote road exceeding 120 km in length?

☐ Yes ☒ No

If yes, please complete the below Table

SLK	Direction of Travel	Speed Limit	Grade %	Clearance from edge of pavement (m)	Approach Sight Distance (m)	Entering Sight Distance		Entering Sight Distance	
						Direction	(m)	Direction	(m)
Have all measurements been taken at Truck Driver height of 2.4m <input type="checkbox"/> Yes <input type="checkbox"/> No									
Comments									
HVS Use Only									
Minimum Guideline requirement for Entering Sight Distance (m):									
All Entering Sight Distances meets guideline requirements: <input type="checkbox"/> Yes <input type="checkbox"/> No									
Minimum Guideline requirement for Approach Sight Distance (m):									
All Approach Sight Distances meets guideline requirements: <input type="checkbox"/> Yes <input type="checkbox"/> No									
If no, is there anything that can mitigate the risk? (e.g. warning signage, vegetation clearing)									
Comments:									

Please insert photos relevant to Off Road Parking, including SLK location

Community Considerations

What are the major concerns that need to be addressed? (tick all that apply)			
<input type="checkbox"/> Noise	<input type="checkbox"/> Vibration	<input type="checkbox"/> Smell	<input checked="" type="checkbox"/> Other
Details: Dust, conflict with pastoral station operations			
What agencies have been contacted with regards to any community issues or concerns? (tick all that apply)			
<input type="checkbox"/> Regional Office	<input checked="" type="checkbox"/> Local Government Authority	<input type="checkbox"/> Local Police	<input checked="" type="checkbox"/> Other
Details: Adjoining pastoral stations have expressed concerns regarding mining operations using roads through pastoral leases			
HVS Use Only			
Comments:			

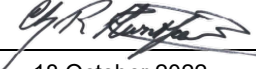
Other Considerations/Comments

Details: Applicant has advised that they will carry out any modifications required to horizontal and vertical alignment to assist in making route accessible for Restricted Access Vehicles.
HVS Use Only
Comments:

Assessment Declaration:

I hereby declare that:

1. I have assessed this route in accordance with all requirements and procedures in Main Roads Western Australia *Standard Restricted Access Vehicle (RAV) Route Assessment Guidelines, Tri-Drive Route Assessment Guidelines and Guidelines for Approving RAV Access*, and
2. The information provided on this form and any attached documents is true and correct to the best of my knowledge.

Assessment Officer Details			
Name	Chris Hurstfield	Name	
Position	Manager Town Maintenance	Position	
Representing	Shire of Ashburton	Representing	
Signature:		Signature:	
Date:	18 October 2022	Date:	
Recommendation			
I hereby endorse the route's suitability for RAV access as follows:			
RAV Network(s):			
<input checked="" type="checkbox"/> This road is unsuitable for RAV Access			
<input type="checkbox"/> This road is suitable for RAV Access <input type="checkbox"/> Type A Low Volume <input type="checkbox"/> Type B Low Volume			
Specific Conditions:			
Comments: The current horizontal and vertical alignments of the road are not suitable for unrestricted RAV access. If the bends mentioned in the Road Geometry section above are realigned, then RAV access could be reconsidered.			
This section must be signed by a CEO/ Deputy CEO or Regional Manager.			
Comments:			
Name:		Signature:	
Date:			

HVS Assessment Review

HVS Use Only			
Recommendation			
I have reviewed this assessment in accordance with all requirements and procedures in Main Roads Western Australia Standard Restricted Access Vehicle (RAV) Route Assessment Guidelines, Tri-Drive Route Assessment Guidelines and Guidelines for Approving RAV Access and recommend RAV access as follows:			
RAV Network(s):			
<input type="checkbox"/> This road is unsuitable for RAV Access			
<input type="checkbox"/> This road is suitable for RAV Access <input type="checkbox"/> Type A Low Volume <input type="checkbox"/> Type B Low Volume			
Specific Conditions:			
<div style="height: 100px;"></div>			
Comments:			
<div style="height: 50px;"></div>			
Name:		Signature	
Date:			
Management Meeting			
Management Meeting Date:			
Management Meeting Outcome:			
<div style="height: 100px;"></div>			
If approved and Railway Crossings have been identified on the road			
Has an email been sent to ARC?	<input type="checkbox"/> Yes <input type="checkbox"/> No	HPRM Ref Number:	
If approved and Traffic Signals have been identified on the road			
Has an email been sent to Traffic Systems Operations?	<input type="checkbox"/> Yes <input type="checkbox"/> No	HPRM Ref Number:	



Agenda Item 13.2 - Attachment 1

IW Projects Liquid Waste Evaporation Solutions



6 Anembo Close
DUNCRAIG
WA 6023
iwatkins@iwprojects.com.au
Mobile 0402 909 291

3 October 2022

Shire of Ashburton
PO Box 567
TOM PRICE
WA 6751

Attention: Shane Noon

**Re: Pilbara Regional Waste Management facility – Liquid Waste Evaporation Solutions
Business Case Framework**

Dear Shane,

Background

In May 2022 *IW Projects* developed a *Business Case to Support Development of Hazardous and Liquid Waste Infrastructure* (May 2022 Business Case) at the Pilbara Regional Waste Management Facility (PRWMF) in Onslow.

The May 2022 Business Case relied upon data drawn from the draft operating budget and put together by the facility operator, PES. Using this data set the business case identified that there were several types of liquid waste treatment options available to the Shire, as well as an existing need for liquid waste management solutions in the Onslow area.

Further to the above, and in lieu of there being an opportunity to capture the additional liquid and sludge wastes available in the region, the Shire has requested *IW Projects* develop a Business Case specifically covering development of an expanded liquid waste evaporation pond system at the PRWMF.

This Business Case provides the framework to support decision-making for the development of additional liquid waste evaporation capacity on site.

The PRWMF has an existing lined evaporation pond of approximately 25 m x 25 m in size. Due to its small size, this pond provides relatively minor evaporation capacity. Based on the potential volumes of liquid waste currently being generated in the Onslow area, there is a need for substantially increased evaporation capacity on site.

Potential Liquid Waste Volumes

The May 2022 Business Case identified the following potential liquid waste processes and associated volumes (Section 8.1.3 page 40):

1. Fixation Pad/Dangerous Goods – 4,000 m³;
2. Evaporation/septic – 15,000 m³;
3. Liquid Treatment – 9,000 m³; and,
4. Dangerous Goods – 1,300 m³.

Of the above, Items 1 and 2, totaling 19,000 m³, could potentially be managed by evaporation. The evaporation/septic liquid waste could be directly discharged into an evaporation pond; however, for the fixation component, there would need to be a consideration of the liquid type, to assess viscosity and compatibility issues. Some fixation waste would be suitable for direct discharge into an evaporation pond; however, some would be more suitable for placement in a drying bed where it could be separated from other waste streams, while still undergoing a drying process before being disposed of to the on-site Class IV Landfill.

In accordance with the waste data provided in the May 2022 Business Case there is approximately 15,000 m³ of liquid waste available for processing through an evaporation pond system, with a potential of up to 20,000 m³ being available.

Revenue Stream

Based on the above available liquid waste quantities, the May 2022 Business Plan identified a potential \$2.68 million per year revenue for the fixation pad/dangerous goods waste stream and \$1.44 million per year for the evaporation/septic pond treatment. If 50% of the fixation/dangerous goods waste stream was able to be evaporated (on a drying bed), this would represent approximately 2,000 m³ of liquid waste and a revenue of approximately \$1.34 million per year.

Processing of this waste via evaporation instead of fixation would also provide significant cost savings in labour, plant and equipment, and in the reduced requirement for a fixation/mixing agent. It would also mean that the quantity of waste ultimately being disposed of in the Class IV cell would be significantly less, saving valuable airspace and cost.

Evaporation Potential

Onslow has a typical pan evaporation rate of 3.2 m per year (Bureau of Meteorology). This is reduced to 80% or 2.5 m of evaporation per year to represent the anticipated evaporation from a large body of liquid waste in a pond.

Based on mean annual rainfall of 304 mm (Bureau of Meteorology), there would be a net 2.2 m of evaporation per year. For a 9th-Decile rainfall year (540 mm - rainfall exceeded in 10% of the years on record) there would be a net 1.9 m per year of evaporation.

Evaporation Pond Sizing

An evaporation pond of 65 m x 65 m in area could evaporate a net 8,640 m³ in a mean rainfall year and 7,415 m³ in a 9th-Decile rainfall year. Hence, with 15,000 m³ of evaporation and septic waste available, two evaporation ponds of 65 m x 65 m each, would cater for the evaporation requirements in a mean rainfall year albeit slightly under capacity during the 9th-Decile year. However, with sufficient bond depth and assuming that there were not two consecutive 9th-Decile rainfall years, two ponds would likely accommodate 15,000 m³ of liquid waste.

There is still the additional capacity of the existing lined evaporation pond to either increase facility throughput or provide additional contingent capacity of approximately 1,300 m³ per year. Ultimately, the quantity of liquid waste being received would be a function of the actual evaporation occurring on-site, the storage capacity of the ponds and the ability to maintain the minimum required freeboard in all ponds (500 mm).

Attachment No. 1 – General Arrangement, sets out the possible location of three 65 m x 65 m evaporation ponds. The first two would be constructed immediately and in the future, should there be increased demand for evaporative liquid waste solutions, then the third evaporation pond could be constructed.

Attachment No. 2 – Plan Detail and **Attachment No. 3 – Sections and Detail** provide the conceptual design for the evaporation ponds.

Evaporation Pond Cost

A typical 65 m x 65 m (GCL/HDPE) lined evaporation pond would cost approximately \$800,000 to construct; hence, two ponds would cost approximately \$1.6 million. Depending on the liquid tanker discharge arrangements, if a formal liquid waste discharge point with sediment trap, oil separator and pump system was to be developed, then the total cost for the 2-pond system would be in the order of \$2 million.

The operating cost for an evaporation pond system would be relatively negligible, with natural evaporation being the primary volume reduction mechanism. There would be surface sprays included in each pond to artificially increase evaporation, which would require power and some limited manpower.

Without a sediment pond at the discharge point, depending on the incoming waste stream, the ponds would require regular clean-out. This may be on an 8-to-10-year cycle (highly waste time dependent). With a settlement pond at the discharge point, the pond clean-out would be less frequent at typically 15 to 20 years.

Table 1 – Evaporation Pond Cost provides a breakdown of the typical cost of constructing and operating two 65 m by 65 m evaporation ponds.

Table 1 – Evaporation Pond Cost

Item	Description	Cost	Annual Cost
1	Construction	\$2.0 M	*\$100,000
2	Operation	\$100,000/yr	\$100,000
3	Clean-out	\$100,000	**\$10,000
	Total Annual Cost		\$210,000
	Unit Cost		\$14/m ³ or 1.4c/L

* Based on a 20-year asset life

** Based on a clean-out every 10 years

Evaporation Pond Revenue

Based on the May 2022 Business Case, there is potentially \$1.44 million per year revenue for the evaporation/septic waste stream. This revenue stream is based on a cost of \$80 per cubic metre or 5.7 times the anticipated facility development and operating cost set out in Table 1 above.

Fixation Pad/Dangerous Goods Processing

The May 2022 Business Case identified significant potential revenue for fixation waste, including low hazard dangerous goods waste streams.

Fixation is the process by which wet or liquid waste is simply blended with dry absorbent to make the resultant mixed material “spadable” (a more solid material) such that it can be disposed of to the on-site Class IV landfill. The downside with the fixation process is the labour-intensive activities and hence, relatively high operating cost, and the fact that the blended waste has a significantly greater volume than the original incoming wet/liquid waste; hence, consuming more landfill airspace.

There is the option to develop a lined drying bed on which the wet/liquid waste can be placed and naturally dried out to become a solid, spadable material. The resultant waste would have less volume as opposed to the volume increased fixation process and hence, there would be a corresponding saving in landfill airspace with a drying bed type solution; albeit, that it takes more time for the material to sufficiently dry out to be placed into the landfill.

The cost of a lined drying pad would typically be of a similar cost to an evaporation pond; hence, based on the above evaporation pond development costs, a 65 m x 65 m lined drying bed would cost in the order of \$800,000 to construct. The operating cost would be more than an evaporation pond, as there would be more waste handling activities required. The operating cost is estimated at approximately \$200,000 per year. For a 20-year asset life, the annual capital cost would be approximately \$40,000; hence, a total annual cost of approximately \$240,000.

The May 2022 Business Case identified a potential 4,000 tonnes per year of fixation pad/dangerous goods processing waste and an annual revenue of \$2.68 million. If 50% of this material was able to be dried out on a drying bed, the annual revenue would be in the order of \$1.34 million, which is substantially more than the anticipated facility development and operating cost of the facility.

In addition, the drying bed is effectively a bioremediation cell and, if there was sufficient spare capacity within the drying bed, it could also be used for the bioremediation of hydrocarbon contaminated soils.

Attachment No. 4 – Bioremediation Cell Layout and **Attachment No. 5 – Bioremediation Cell Detail** provides the typical design for a set of bioremediation cells that *IW Projects* has previously designed.

Benefits

The benefit of developing evaporative solutions at the PRWMF is that the natural, dry environment results in a highly efficient net evaporation rate (approximately 2 m per year); with relatively minimal capital and operating expenses to achieve substantial liquid waste volume reduction and to provide a solid waste input for the on-site Class IV landfill.

The data suggests a demand for liquid waste disposal solutions within the Onslow area and the Shire has the ability to provide large-scale cost-effective environmentally sustainable solutions at the PRWMF.

The development of evaporative liquid waste solutions should be seen as a first step in managing the “low hanging fruit” (easiest, most cost-effective solutions). This would provide the Shire with a connection into the liquid waste market and, an ability to learn more about the availability of other, more difficult/complicated liquid waste types and solutions. This is an important step in understanding the viability of developing further liquid waste processing capacity on site.

Development Process, Timeline and Cost

Table 2 – Development Process, Timeline and Cost sets out the process, time, and cost for the development of evaporative solutions on site.

Table 2 – Development Process, Timeline and Cost

Description	Timeframe	Cost
Evaporation Ponds Only		
Design and Approval Application Documentation – 3-pond solution	3 months	\$125,000
Environmental Approval – 3-pond solution	3 to 4 months	\$55,000
Construction – 2 ponds	3 to 4 months	\$1.7M
Total Development	9 to 11 months	\$1.88M
*3 rd Evaporation Pond	4 to 5 months	\$700,000

Description	Timeframe	Cost
Evaporation Ponds and Drying Pad		
Design and Approval Application Documentation – 3-pond solution and drying pad	4 months	\$165,000
Environmental Approval – 3-pond solution	3 to 4 months	\$55,000
Construction – 2 ponds and 1 drying pad	5 to 6 months	\$2.4M
Total Development	12 to 14 months	\$2.62M

* The 3rd evaporation pond would be developed when liquid waste disposal volumes increased above the capacity of the first two evaporation ponds. Design and Approval completed with the original pond development.

Conclusion

Based on the available liquid waste quantities and the potential revenue streams identified in the May 2022 Business Case, along with the anticipated construction and operating cost of evaporative solutions on site, there is the potential for the Shire to develop these types of solutions to provide the local community and industry with environmentally sustainable liquid waste management solutions and for the Shire to significantly increase the functionality and financial viability of the PRWMF.

Should you have any further queries, please do not hesitate to contact the undersigned.

Yours sincerely



Ian Watkins
IW Projects

Attachments:

Attachment No. 1 – General Arrangement

Attachment No. 2 – Plan Detail

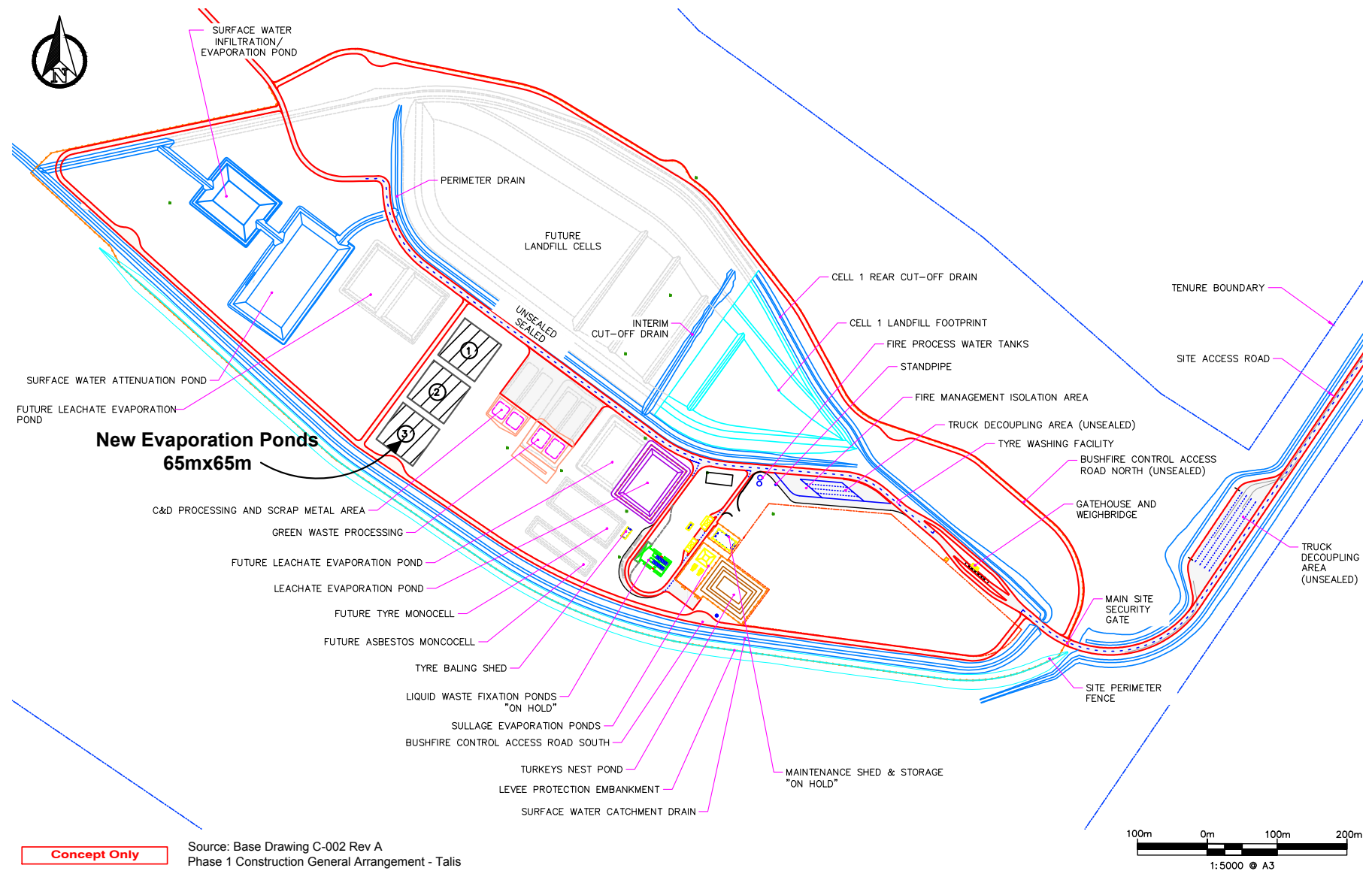
Attachment No. 3 – Sections and Detail

Attachment No. 4 – Bioremediation Cell Layout

Attachment No. 5 – Bioremediation Cell Detail

Attachment No. 1 – General Arrangement

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Concept Only

Source: Base Drawing C-002 Rev A
Phase 1 Construction General Arrangement - Tails

No.	BY	DATE	DESCRIPTION	DWG. CHK.	BY	DATE
A	T.G.W.	19/09/22	CONCEPT	DES. CHK.	L.W.	19/09/22

TECHNICALLY APPROVED:

iw Projects

Email - lwatkins@iwprojects.com.au
Mobile - 0402 909 291

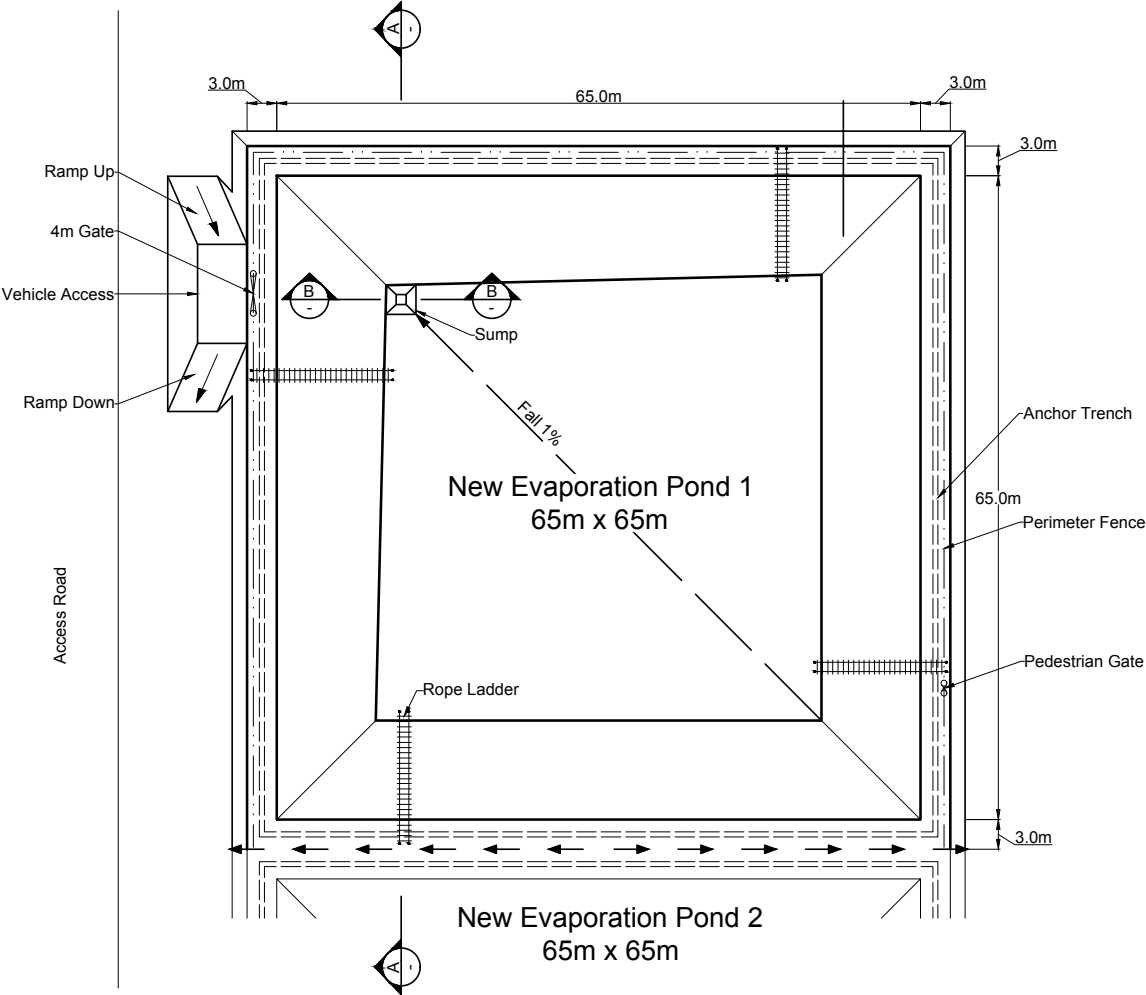
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SHIRE OF ASHBURTON
PILBARA REGIONAL WASTE MANAGEMENT FACILITY
NEW EVAPORATION PONDS
GENERAL ARRANGEMENT

SCALE	N/A
SHEET	

Attachment No. 2 – Plan Detail

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New Evaporation Pond - Plan Detail

Concept Only

No.	BY	DATE	DESCRIPTION	DWG. CHK.	BY	DATE
A	T.G.W.	19/09/22	CONCEPT	DES. CHK.	L.W.	19/09/22

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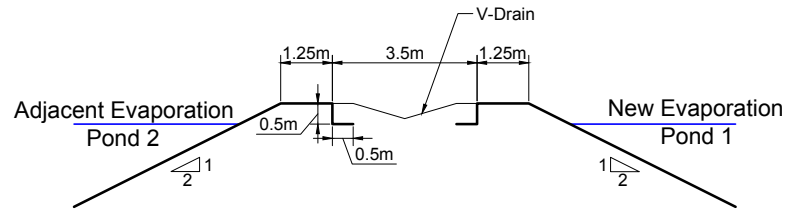
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PILBARA REGIONAL WASTE MANAGEMENT FACILITY
NEW EVAPORATION PONDS
PLAN DETAIL

SCALE	N/A
SHEET	
DRG No.	SOA-201

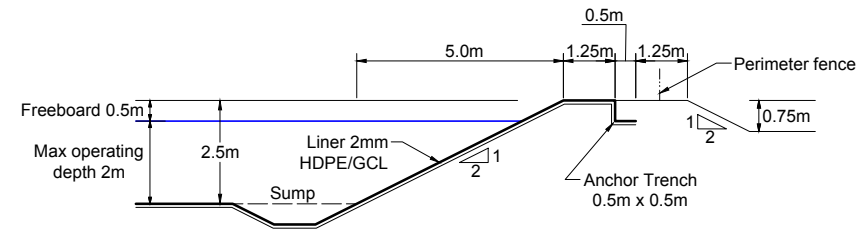
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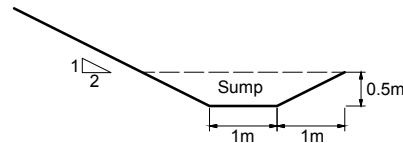
Detail A

nts



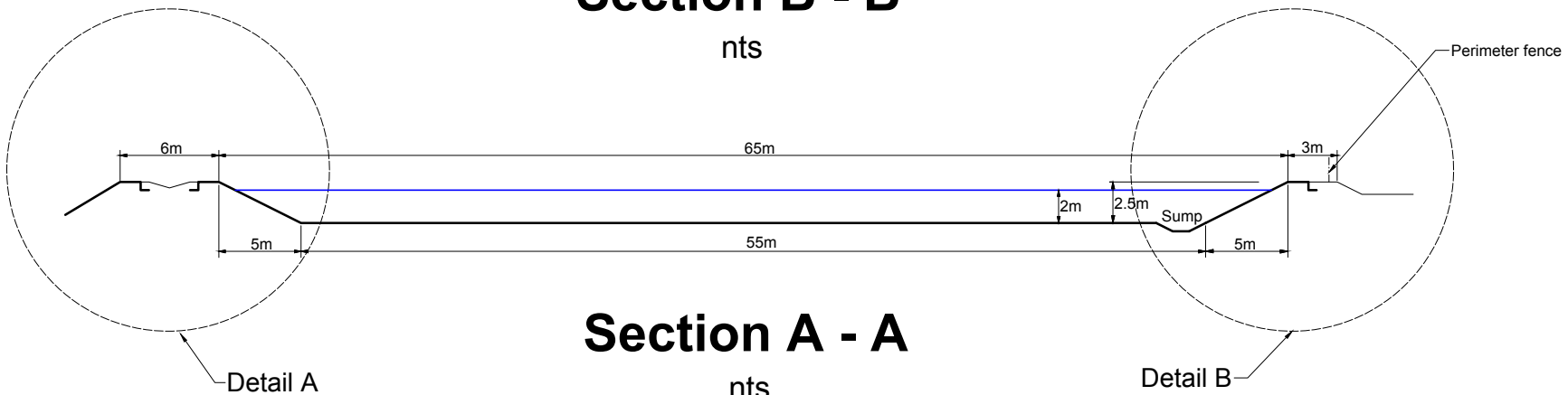
Detail B

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Section B - B

nts



Section A - A

nts

Concept Only

No.	BY	DATE	DESCRIPTION	DWG. CHK.	BY	DATE
A	T.G.W.	19/09/22	CONCEPT	DES. CHK.	I.W.	19/09/22

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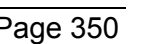
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PILBARA REGIONAL WASTE MANAGEMENT FACILITY NEW EVAPORATION PONDS SECTIONS AND DETAIL		SHEET	
		DRG No.	SOA-202

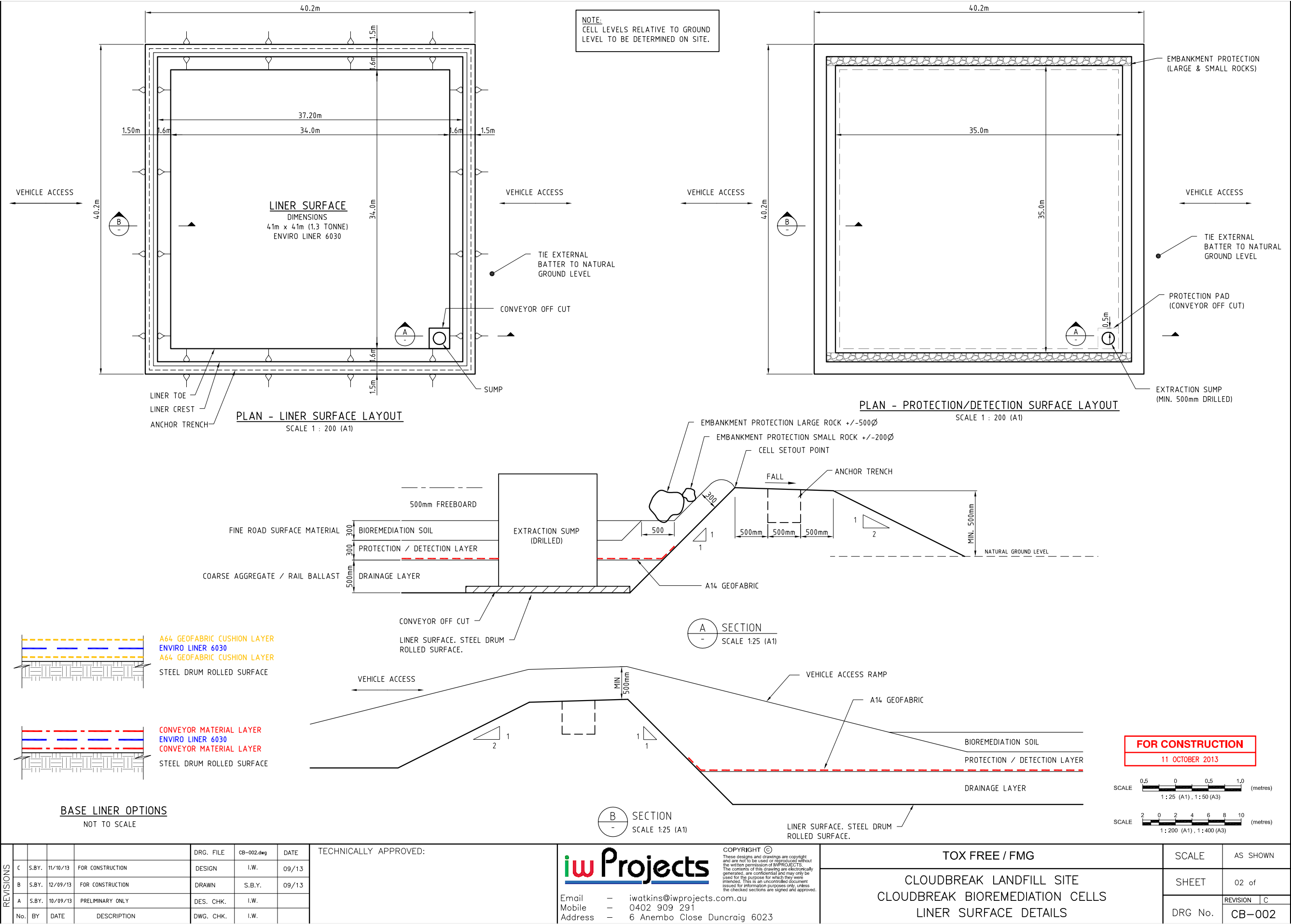
Attachment No. 4 – Bioremediation Cell Layout

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Attachment No. 5 – Bioremediation Cell Detail

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Agenda Item 14.1 - Attachment 1

WAPC Determination



Your Ref : The Kitchenstown Group Pty. Ltd.

Able Planning & Project Management
29 New River Ramble
WEST BUSSELTON WA 6280

**Approval Subject To Condition(s)
Survey-Strata Plan**

Application No : 246-22

Planning and Development Act 2005

Applicant	:	Able Planning & Project Management 29 New River Ramble WEST BUSSELTON WA 6280
Owner	:	The Kitchenstown Group Pty Ltd 205 Grevillea Street TOM PRICE WA 6751
Application Receipt	:	18 March 2022

Lot Number	:	905
Diagram / Plan	:	Deposited Plan 68931
Location	:	-
C/T Volume/Folio	:	2796/423
Street Address	:	Lot 905 Pilkena Street, Tom Price
Local Government	:	Shire of Ashburton

The Western Australian Planning Commission has considered the application referred to and is prepared to endorse a survey-strata plan in accordance with the plan date-stamped **18 March 2022** once the condition(s) set out have been fulfilled.

This decision is valid for **three years** from the date of this advice, which includes the lodgement of the survey-strata plan within this period.

The survey-strata plan for this approval and all required written advice confirming that the requirement(s) outlined in the condition(s) have been fulfilled must be submitted by **16 June 2025** or this approval no longer will remain valid.

140 William Street, Perth, Western Australia 6000, Locked Bag 2506 Perth, 6001
Tel: (08) 6551 8002; Fax: (08) 6551 9001; Infoline: 1800 626 477
e-mail: info@dph.wa.gov.au; web address <http://www.dph.wa.gov.au>
ABN 35 482 341 493

**Reconsideration - 28 days**

Under section 151(1) of the *Planning and Development Act 2005*, the applicant/owner may, within 28 days from the date of this decision, make a written request to the WAPC to reconsider any condition(s) imposed in its decision. One of the matters to which the WAPC will have regard in reconsideration of its decision is whether there is compelling evidence by way of additional information or justification from the applicant/owner to warrant a reconsideration of the decision. A request for reconsideration is to be submitted to the WAPC on a Form 3A with appropriate fees. An application for reconsideration may be submitted to the WAPC prior to submission of an application for review. Form 3A and a schedule of fees are available on the WAPC website: <http://www.dplh.wa.gov.au>

Right to apply for a review - 28 days

Should the applicant/owner be aggrieved by this decision, there is a right to apply for a review under Part 14 section 251 of the *Planning and Development Act 2005*. The application for review must be submitted in accordance with part 2 of the *State Administrative Tribunal Rules 2004* and should be lodged within 28 days of the date of this decision to: the State Administrative Tribunal, Level 6, State Administrative Tribunal Building, 565 Hay Street, PERTH, WA 6000. It is recommended that you contact the tribunal for further details: telephone 9219 3111 or go to its website: <http://www.sat.justice.wa.gov.au>

Survey-strata plan

The survey-strata plan is to be submitted to the Western Australian Land Information Authority (Landgate) for certification. Once certified, Landgate will forward it to the WAPC. In addition, the applicant/owner is responsible for submission of a Form 1C with appropriate fees to the WAPC requesting endorsement of the survey-strata plan. A copy of the survey-strata plan with confirmation of submission to Landgate is to be submitted with all required written advice confirming compliance with any condition(s) from the nominated agency/authority or local government. Form 1C and a schedule of fees are available on the WAPC website: <http://www.dplh.wa.gov.au>

Condition(s)

The WAPC is prepared to endorse a survey-strata plan in accordance with the plan submitted once the condition(s) set out have been fulfilled.

The condition(s) of this approval are to be fulfilled to the satisfaction of the WAPC.

The condition(s) must be fulfilled before submission of a copy of the survey-strata plan for endorsement.

The agency/authority or local government noted in brackets at the end of the condition(s) identify the body responsible for providing written advice confirming that the WAPC's requirement(s) outlined in the condition(s) have been fulfilled. The written advice of the agency/authority or local government is to be obtained by the applicant/owner. When the written advice of each identified agency/authority or local government has been obtained, it

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ABN 35 482 341 493



should be submitted to the WAPC with a Form 1C and appropriate fees and a copy of the survey-strata plan.

If there is no agency/authority or local government noted in brackets at the end of the condition(s), a written request for confirmation that the requirement(s) outlined in the condition(s) have been fulfilled should be submitted to the WAPC, prior to lodgement of the survey-strata plan for endorsement.

Prior to the commencement of any subdivision works or the implementation of any condition(s) in any other way, the applicant/owner is to liaise with the nominated agency/authority or local government on the requirement(s) it considers necessary to fulfil the condition(s).

The applicant/owner is to make reasonable enquiry to the nominated agency/authority or local government to obtain confirmation that the requirement(s) of the condition(s) have been fulfilled. This may include the provision of supplementary information. In the event that the nominated agency/authority or local government will not provide its written confirmation following reasonable enquiry, the applicant/owner then may approach the WAPC for confirmation that the condition(s) have been fulfilled.

In approaching the WAPC, the applicant/owner is to provide all necessary information, including proof of reasonable enquiry to the nominated agency/authority or local government.

The condition(s) of this approval, with accompanying advice, are:

CONDITION(S):

1. a) Arrangements being made with a licensed water provider for the provision of a suitable water supply service to each lot shown on the approved plan of subdivision. (Rio Tinto)
- b) Additionally, arrangements are to include the provisions of a suitable water supply service to each lot in the scheme (plan). (Western Australian Planning Commission)
2. a) Arrangements being made with Rio Tinto for the provision of a sewerage service to each lot shown on the approved plan of subdivision. (Rio Tinto)
- b) Additionally, arrangements are to include the provision of a suitable sanitary drainage service to each lot on the strata scheme (plan) by a Licensed Plumbing Contractor. (Western Australian Planning Commission)

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3. Arrangements being made to the specification of Rio Tinto, for the provision of an electricity supply to the survey-strata lots shown on the approved plan of subdivision, which may include the provision of necessary service access rights either as an easement under Section 136C and Schedule 9A of the *Transfer of Land Act 1893* for the transmission of electricity by underground cable, or (in the case of approvals containing common property) via a portion of the common property suitable for consumer mains. (Rio Tinto)
4. Engineering drawings and specifications are to be submitted and approved, and works undertaken in accordance with the approved engineering drawings and specifications and approved plan of subdivision, for the filling and/or draining of the land, including ensuring that stormwater is contained on-site, or appropriately treated and connected to the local drainage system. Engineering drawings and specifications are to be in accordance with an approved Urban Water Management Plan (UWMP) for the site, or where no UWMP exists, to the satisfaction of the Western Australian Planning Commission. (Local Government)
5. Engineering drawings and specifications are to be submitted, approved, and works undertaken in accordance with the approved engineering drawings, specifications and approved plan of subdivision, for grading and/or stabilisation of the site to ensure that:
 - a) lots can accommodate their intended use; and
 - b) finished ground levels at the boundaries of the lot(s) the subject of this approval match or otherwise coordinate with the existing and/or proposed finished ground levels of the land abutting.(Local Government)
6. A notification, pursuant to Section 165 of the *Planning and Development Act 2005* is to be placed on the certificate(s) of title of the proposed lot(s) with a Bushfire Attack Level (BAL) rating of 12.5 or above, advising of the existence of a hazard or other factor.

Notice of this notification is to be included on the diagram or plan of survey (deposited plan).

The notification is to state as follows:

"This land is within a bushfire prone area as designated by an Order made by the Fire and Emergency Services Commissioner and may be subject to a Bushfire Management Plan. Additional planning and building requirements may apply to development on this land".

(Western Australian Planning Commission)

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7. Suitable arrangements being made with the local government for the provision of vehicular crossover(s) to service the lot(s) shown on the approved plan of subdivision. (Local Government)
8. A notification, pursuant to Section 165 of the *Planning and Development Act 2005* is to be placed on the certificate(s) of title of the proposed lot(s). Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:

'This lot is situated in the vicinity of a transport corridor and is currently affected, or may in the future be affected by transport noise. Additional planning and building requirements may apply to development on this land to achieve an acceptable level of noise reduction.'

(Western Australian Planning Commission)

ADVICE:

1. In regard to Conditions 1 and 2, the landowner/applicant shall make arrangements with Rio Tinto for the provision of the necessary services. On receipt of a request from the landowner/applicant, a Land Development Agreement under Section 83 of the *Water Services Act 2012* will be prepared by the Rio Tinto to document the specific requirements for the proposed subdivision.
2. In regard to Conditions 1 and 2, it is the Western Australian Planning Commission's expectation that each strata lot be provided with its own suitable utility service connection, which is protected by easements where necessary. This is to ensure that each strata lot is development ready and does not result in the need to extend services over adjacent strata lots after titles have been created.

In relation to the provision of water and sewer service connections the applicant is required to provide direct services to the lots or enter into an agreement with the water service provider for multi metering.

Where water and sewer drainage works are undertaken, a Certificate of Compliance and a Drainage Plumbing Diagram from a licensed plumbing contractor is to be provided, confirming the works have been undertaken in accordance with the conditions of subdivision approval and relevant standards.

3. In regard to Condition 3, Rio Tinto provides only one underground point of electricity supply per freehold lot.
4. The landowner/applicant and the local government are advised to refer to the Institute of Public Works Engineering Australia Local Government Guidelines for Subdivisional Development (current edition). The guidelines set out the minimum best practice requirements recommended for subdivision construction and granting clearance of engineering conditions imposed.

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5. The applicant/landowner is advised that pursuant to the *Commonwealth Telecommunications Act 1997* there will generally be a requirement for the installation of fibre-ready telecommunications infrastructure. Exemptions can be sought for certain types of development. Further information is available from the Australian Government Department of Infrastructure, Transport, Regional Development and Communications website at www.infrastructure.gov.au

A handwritten signature in dark ink, appearing to read 'S Fagan'.

Ms Sam Fagan
Secretary
Western Australian Planning Commission
16 June 2022

Enquiries : Robert Moore (Ph 6551 9347)



Agenda Item 14.1 - Attachment 2

Survey Strata Plan

Plan Information

Tenure Type	Freehold Strata
Plan Type	Survey-Strata Plan
Plan Purpose	Subdivision

Plan Heading

LOTS 1-4, CP5 AND EASEMENT

Strata Scheme Details

Scheme Name	905 PILKENA STREET
Lodgement of scheme by-laws	No

Parcel Address

905 PILKENA STREET, TOM PRICE

Locality and Local Government

Locality	TOM PRICE
Local Government	SHIRE OF ASHBURTON

Planning Approval

Planning Authority	Western Australian Planning Commission
Reference	246-22

Survey Details

Survey Method	Special Survey
Field Records	157285
Declared as Special Survey Area	Yes

Survey Method Regulatory Statement

Survey carried out under Reg. 26A Special Survey Area Guidelines.

Survey Certificate - Regulation 54

I hereby certify that this plan is accurate and is a correct representation of the ----
(a) * survey; and/or
(b) * calculations from measurements recorded in the field records;
[* delete if inapplicable]
undertaken for the purposes of this plan and that it complies with the relevant written law(s) in relation to which it is lodged.

Licensed Surveyor	Date
-------------------	------

Survey Organisation

Name	DE NADA ENGINEERING AND LAND SURVEYS
Address	BALCATT A 6021
Phone	08 93448885
Fax	08 93448889
Email	solutions@denada.net.au
Reference	23449-000-A

Former Tenure


New Lot / Land	Parent Plan Number	Parent Lot Number	Title Reference	Parent Subject Land Description
1-4, CP5	DP68931	LOT 905	2796-423	


New Interests

Subject	Purpose	Statutory Reference	Origin	Land Burdened	Benefit To	Comments
(C)	EASEMENT (Transmission of Electricity by Underground Cable)	SEC. 136C OF THE TLA 1893	THIS PLAN	LOT 1	Lots on this plan 2-4	

New Memorials and Notifications

Subject	Purpose	Statutory Reference	Origin	Land Burdened	Benefit To	Comments
	NOTIFICATION (Hazards or Other Factors)	SEC. 165 OF THE P&D ACT 2005	DOC	LOT(S) 1-4		BUSHFIRE PRONE AREA
	NOTIFICATION (Hazards or Other Factors)	SEC. 165 OF THE P&D ACT 2005	DOC	LOT(S) 1-4		VICINITY OF TRANSPORT CORRIDOR

Landgate



ADDITIONAL SHEETS
ENDORSEMENT SHEET

SHEET

1

OF

SHEETS

3

VERSION NUMBER

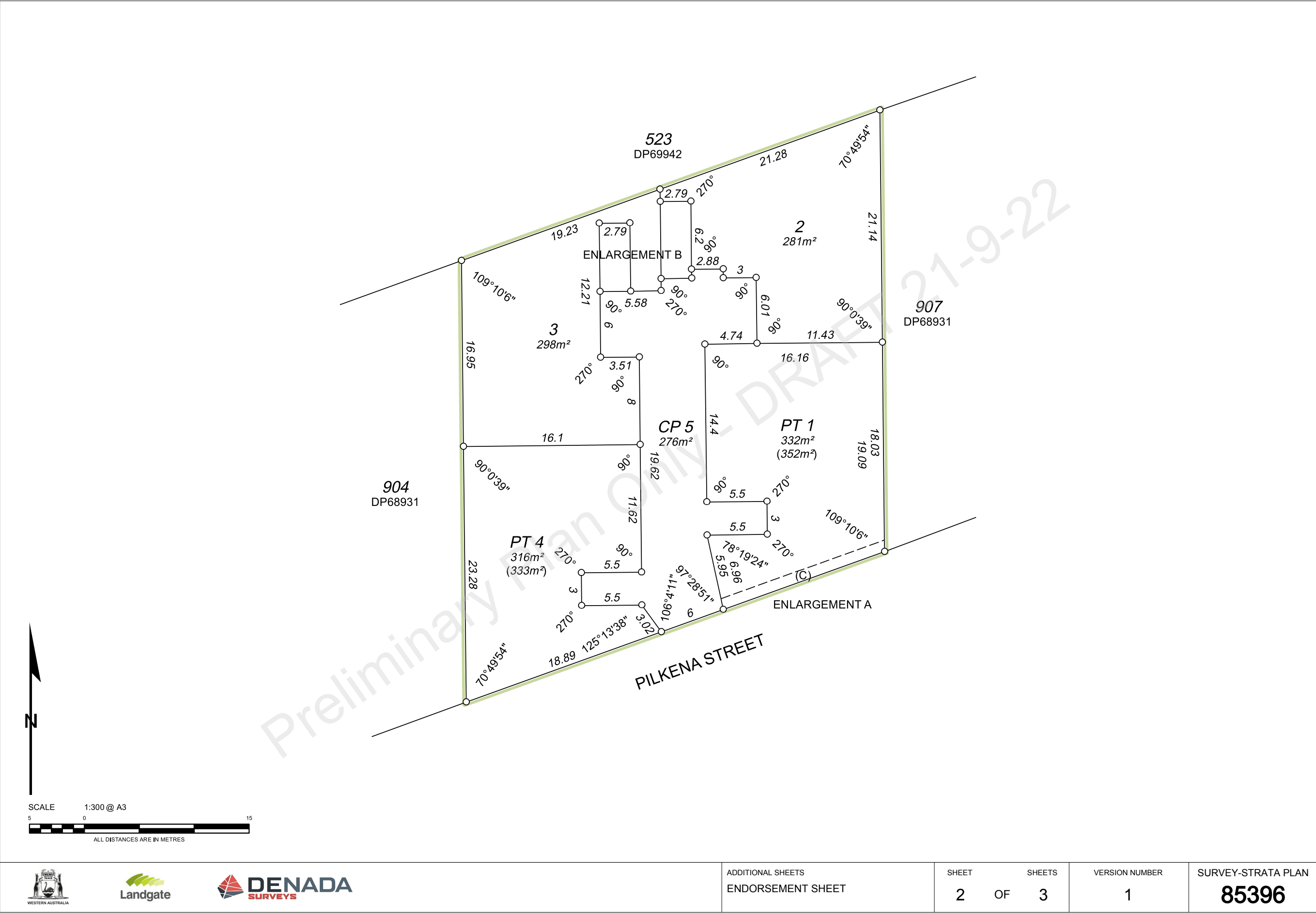
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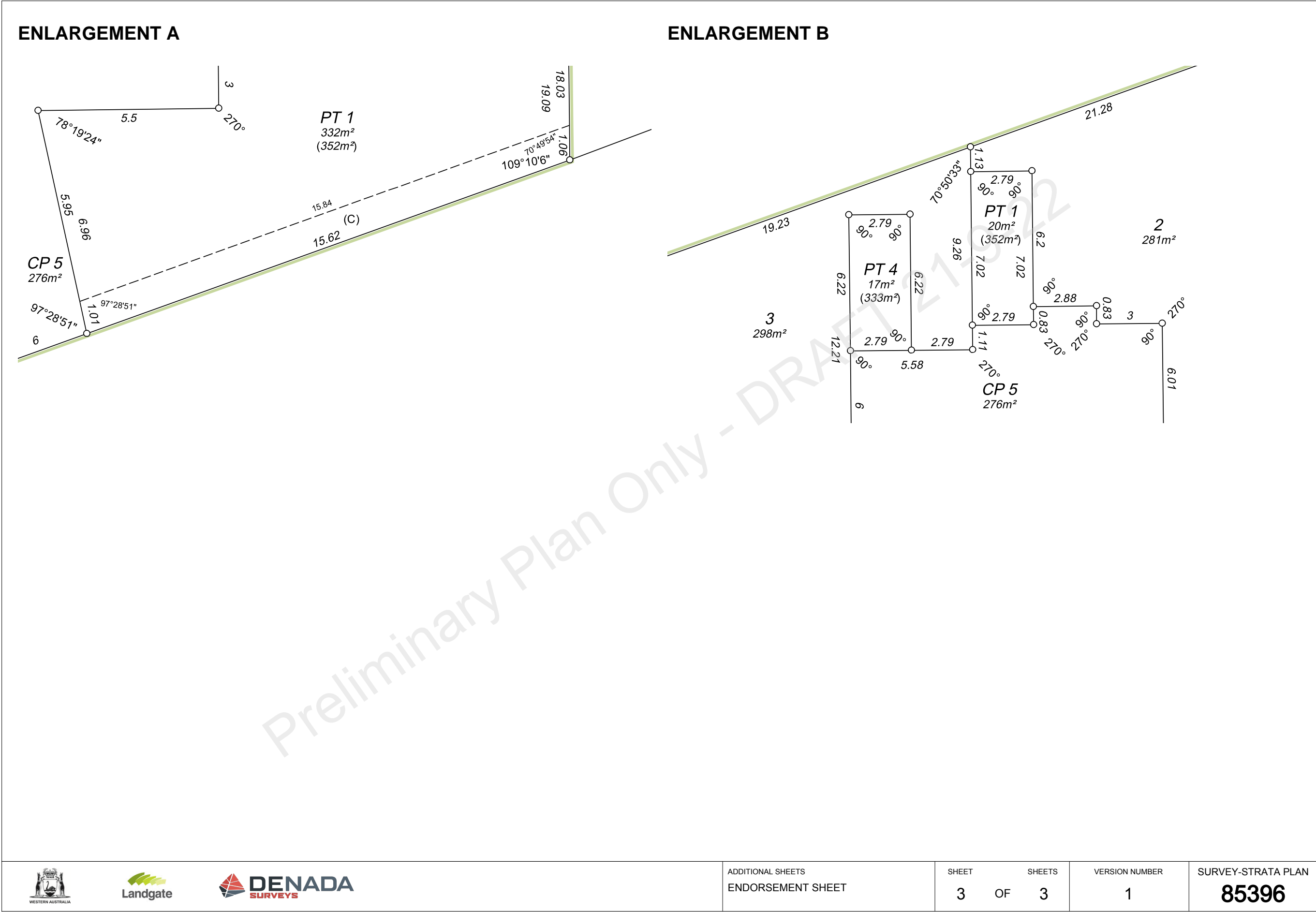
SURVEY-STRATA PLAN

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Item 14.1 - Attachment 2

Page 361







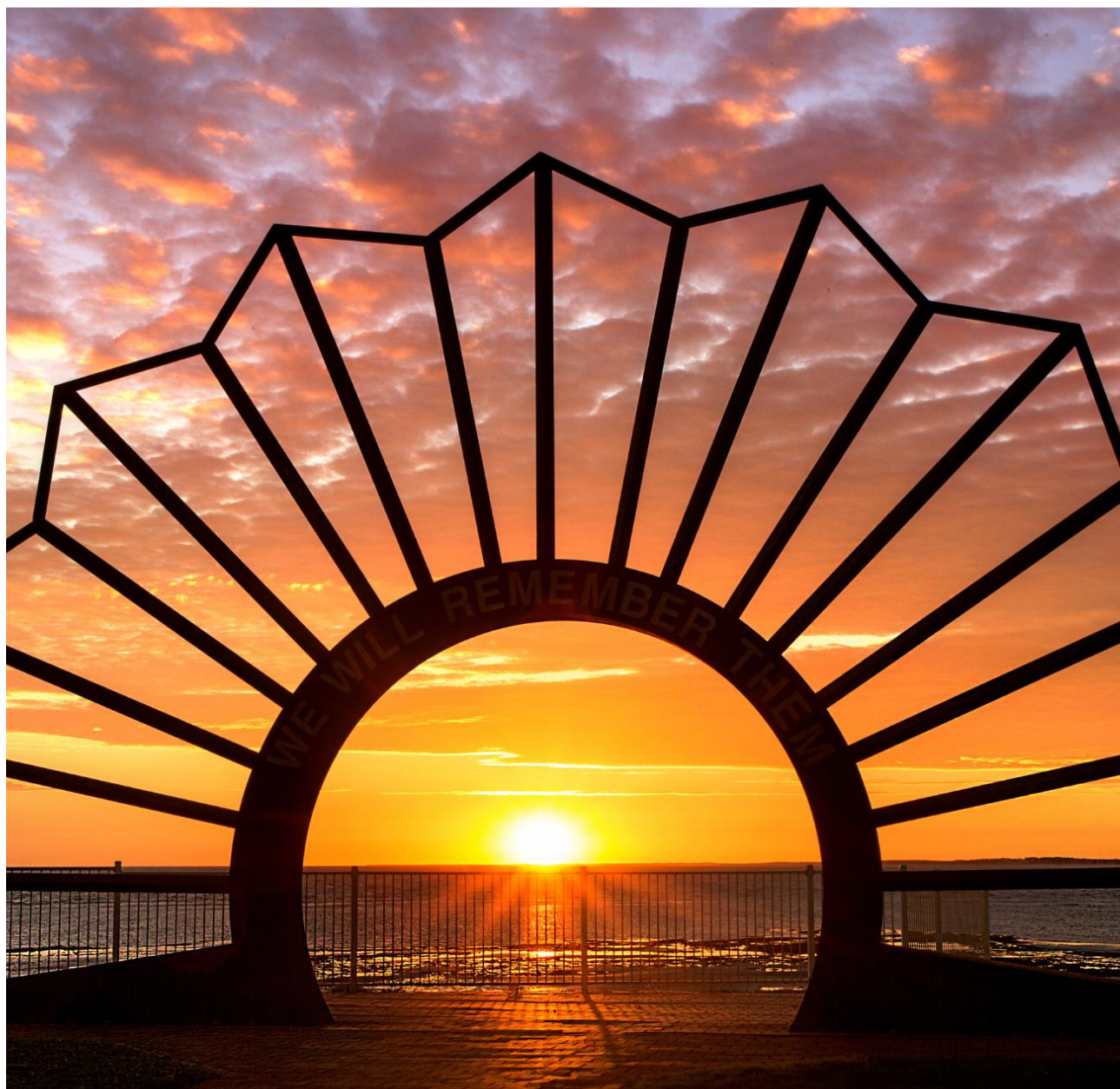
Agenda Item 14.2 - Attachment 1

Working Together Onslow Partnership Proposal 2023-
2025



Working Together Onslow (WTO) Partnership Proposal

2023 - 2025





Purpose

The Shire of Ashburton recognises that in order to develop dynamic, resilient and sustainable communities in the Pilbara region it is essential to strengthen and extend our partnerships.

The Shire of Ashburton proposes that the 'Working Together Onslow' (WTO) Partnership Agreement with Chevron Australia be renewed for a three (3) year period from 2023 through to 2025.

The purpose of this document is to provide Chevron with the Shire of Ashburton's proposal for the structure of the new WTO agreement.

WTO Partnership 2020-2022 Overview

Working Together Onslow (WTO) is a partnership between the Shire of Ashburton (SoA) and Chevron for the town of Onslow located in the Shire of Ashburton Western Australia. The WTO program delivers a range of community engagement activities including events coinciding with special days and programs for specific demographics including youth and seniors as well as community development programs.

WTO Events & Activities Conducted 2020-22

A variety of activities have been undertaken by the WTO over the last agreement including:

1. Welcome to Onslow Events
2. Staircase Festival
3. ANZAC Day
4. Onslow Annual Gala
5. NAIDOC
6. Harmony Day
7. International Womens Day
8. Community Concerts and events (including Australia Day & Christmas Celebrations)
9. Onslow Keepers
10. School Holiday Activities and Creative Youth programs
11. Youth Movie Nights and Friday Nights at the Pool
12. Volunteer Awards Night
13. Clean Up Days
14. Promotional activities and consumables

1



Club development training, workshops & consultancy have been delivered in a limited capacity due to resourcing capacity and COVID.

WTO Achievements 2020-22

Since the agreement was formalised the WTO partnership has matured, strengthened, and supported the town of Onslow by:

- Providing grassroots, community engagement activities.
- Delivering community-based activities to broader range of audiences and demographics than were historically available.
- Increased engagement and cohesion with key stakeholders through active working groups coordinated by the SoA.
- Providing a platform for acknowledging and working toward the strategic needs of both, Chevron and the SoA and building social prosperity.

WTO 2020-22 Significant Impacts and Considerations

In delivering the WTO partnership, we acknowledge that there have been and there will continue to be, significant impacts and considerations that need to be factored into future agreements and WTO components.

Historical Issues and Challenges

These include historical Issues and challenges unique to Onslow:

- Isolated location, which often experiences harsh and demanding physical environments and impacts the cost of living
- Understanding and responding to the needs of our Aboriginal community members and associated groups.
- Limits around access to independent service providers and the private industry.
- Minimal presence of Not for Profit community based services, groups, and club capacity.
- Absence of medical services on the ground, including allied health.
- Limits around specialised arts/cultural activities including music, art and dance.

Contemporary Issues and Challenges

Contemporary Issues and challenges that the WTO partnership has encountered since its conception and will ideally be managed across the next agreement:

- Understanding and navigating all the historical challenges.



- Traversing the changes and transition within the community as local industry continues to move from land-based activities to the resource sector.
- Activating and utilising infrastructure developments within the town.
- Active engagement with the local Aboriginal community.
- The desire to support a diverse local community with a historical residential population which may be perceived as difficult to 'engage'.
- Supporting new populations and demographics to build a sense of belonging.
- Ongoing transient nature of the Onslow population.
- Ensuring that WTO partnership activities are designed, planned and delivered in a manner that is aligned with WTO objectives and outcomes that can be sustained for the duration of the next agreement, and with a view to be independently sustainable after the agreement has ceased.
- SoA is mindful that attracting and retaining suitably qualified and experienced staff responsible for delivering WTO activities will remain an ongoing concern.

Limitations to the WTO activities:

- Providing activities that are of interest and relevance to all community members is not feasible.
- Some WTO activities may have limited impact after the event.
- Current WTO activities are very reliant upon WTO top-down planning and delivery.
- Risk that the Onslow community is currently experiencing event and program fatigue. The WTO agreement provides a large number of events for a small population, which can result in low participation rates for some events.

Onslow Social Needs Analysis

In 2021, Chevron engaged an independent consultant to conduct an analysis of the current social needs in Onslow. Understanding community needs is an essential step to be able to deliver effective services and programs. The recommendations will frame and plan our approach to the WTO program delivery and collaboration. The 2022 WTO agreement has commenced addressing these recommendations which include:

- Improve strategic approach to community development.
- Improve interagency collaboration to provide better service delivery and community outcomes.
- Improve consultation with children and youth regarding activities, events and initiatives in Onslow.
- Explore opportunities to provide arts and cultural activities in Onslow.
- Provide alternative models of physical activities for smaller population base and improve access to the Multi-purpose Centre (MPC).
- Improve communication between the SoA and the community.
- Provide a digital variable messaging board to promote community announcements.



- Provide an induction and/or welcome services for new residents in town.

WTO Future Opportunities

The SoA proposes that there are significant opportunities available to improve and capitalise on past WTO delivery:

1. The Onslow Social Needs Assessment report and other relevant consultancy work can provide recommendations that guide the WTO partnership to better understand the Onslow community, and the effectiveness of WTO activities to refine its strategic direction.
2. New Onslow infrastructure and facilities will provide considerable potential to plan and deliver WTO activities across a range of sites, programs and events.
3. The Vswans Youth Centre provides increased collaboration opportunities and improvement in youth related WTO activities.
4. SoA's resourcing allocation to increase support for local clubs and groups will provide opportunity for further activation of the MPC and associated venues.
5. SoA's commencement of the Youth Strategy review will establish a renewed strategic pathway for the delivery of youth activities and services in Onslow.
6. SoA to commence a review of the organisation's Disability, Access and Inclusion Plan (DAIP) which will ensure that people with disability can access our information, services and facilities appropriately.
7. SoA to progress the formation of an Events Strategy to provide a framework for best practice in the delivery of our events that ensures the most benefit for the wider community.
8. SoA to progress to the development of an Aboriginal Reference Group to enable further engagement and awareness of local Aboriginal culture.
9. SoA's membership and attendance at Circuit West Showcases has increased opportunities to put Onslow on the map for touring artists and performers to visit and perform.

Shire of Ashburton WTO Partnership Proposal 2023-2025

WTO Overarching Objectives

The SoA proposes that the partnership objectives in the new agreement include:

4





1. Providing the town of Onslow with a range of events, activities and connections over the agreement duration which add value to the lives of individuals, families, groups and the community.
2. Deliver and support initiatives that promote community engagement, interaction and the fostering of community spirit and sense of belonging.
3. The delivery of WTO activities that are well managed, safe, on budget and within the agreed project scope.
4. Ensuring that strategic imperatives for both WTO partners and the Onslow community are considered, with the results from the Onslow Social Needs Assessment being a key driver.
5. A cohesive approach to advocacy, service development and delivery to youth services.
6. Optimising existing community facility use when hosting events, activities and programs as well as increasing access to local clubs and groups to enable them to run simple activities.
7. Facilitate and seek ongoing opportunities for leveraging additional community, government and business involvement, support and resources to enhance the wider community needs.
8. Consultation and engagement with the community to ensure the projects supporting the partnership are meeting community needs and are being developed in a way that promotes social prosperity.
9. Encourage and support local clubs and groups to be successful and sustainable, with a focus on increased capacity building and volunteerism.
10. Creating inclusive community spaces and activities to support people with disability and those who are gender diverse.

WTO Target Audience

The term 'target audience' refers to not only the end consumer of WTO activities but also those individuals, groups and organisations who may influence activities and/or act as WTO partners and stakeholders in those activities.

SoA understands that stakeholders will vary in their impact, significance, interest, longevity and relevance in relation to the WTO objectives over the course of the new agreement.

The SoA recognises that Onslow demographics are often in flux and that over the term of the new agreement the WTO will aim to track trends and changes in the demographic and when appropriate alter WTO planning with Chevron's agreement.

The social stratification identifies differences in social groups which relates to different industries and work types of residents, and more could be done to break down some of the barriers with some targeted connection and engagement strategies.



The WTO Target audience may include and not be restricted to:

- Onslow residents across a range of demographics such as the early years, youth, adult, seniors and households including individuals, couples, and families
- Onslow Community Clubs & Groups
- Onslow FIFO & Contractors
- Onslow tourists, guests & visitors
- Residents across the Ashburton Shire
- National, state, local
 - Professional organisations & peak bodies
 - Government services & Departments
 - Not for Profit sector
 - Industry / private enterprise / business
- Media: Local, state, national and international

Specific populations that the WTO agreement will acknowledge and may target in its activities, include but are not restricted to:

- Aboriginal community
- Youth
- Elderly
- CALD groups
- People with disabilities, or special needs.

The SoA proposes that the WTO develop a more strategic approach to ensure that populations such as the local Aboriginal community and Aboriginal organisations are provided increased opportunities to participate in WTO activities either as a contributor, co-partner, and /or consumer.

Partnership & Stakeholder Management

Partner Management

For the purpose of this agreement, the SoA proposes the term Partnership is understood as “two or more organisations that make a commitment to work together on something that concerns both, to develop a shared sense of purpose and agenda, and to generate joint action towards agreed targets...It implies the sharing of decision-making, risks, power, benefits and burdens”. (Frank & Smith, 1997; Collaboration Roundtable, 2001).

An ongoing WTO partnership will add value to each partner's respective services and strategic desires while meeting the mutual objectives of the Onslow community and stakeholders. As a result, underpinning the WTO is SoA's commitment to facilitating strong and effective participatory practices with Chevron and all other stakeholders.



Such engagement contributes to more resilient inclusive communities, more efficient use of resources, better information about local needs and more successful, planning outcomes.

The SoA proposes that the WTO partnership and agreement continues to be managed by way of:

1. SoA and Chevron are to be the final decision-making body with WTO activities guided by the WTO Agreement.
2. The Agreement is intended to provide an overarching statement, which encompasses planning processes, program agreements, service and funding agreements and review processes.
3. That the WTO steering committee consists of Chevron Corporate Affairs team representatives including but not limited to the Partnerships Manager and Partnerships Advisor, the SoA Shire President, SoA Director People and Place, SoA Manager Communities and SoA Coordinator Communities.
4. Where possible, WTO events such as Anzac Day and NAIDOC Week, support the use of a working group consisting of community members to inform the planning and delivery of the activity.

Stakeholder Relationships

The SOA proposes that for the next agreement, WTO activities include a more concerted 'Community Development' approach rather than a reliance on the delivery of events and activities to achieve desired outcomes. This is reflected in the proposal that a portion of WTO funding be diverted to strengthening collaboration, coordination, cooperation and networking practices. The partnership would reflect the following:

- The WTO support better linkages, information sharing and strategic discussion between other Chevron, SoA community groups and organisations.
- That WTO Community Development Activities place an emphasis on improving forms of collaboration, cooperation and networking with the local Aboriginal community and associated Aboriginal organisations. This is especially important given that WTO activities such as NADIOC week, Onslow Living and the School Holiday program will ideally be generating increased support and participation on behalf of Aboriginal community members.
- Provide ongoing opportunities for new co-partnered relationships with a view to more closely identifying what community groups can be involved in event delivery and WTO participation.



WTO Communications & Branding

SoA believes that having strong WTO communication plans, promotion and branding is important for both partners and SoA practices in this regard can be strengthened.

WTO Communications Standards and Approvals

Both partners agree to obtain prior permission from the other for any material intended for publication or distribution which relates to the partnership e.g. media releases, reports, collateral etc.

A WTO Communication Plan has been used in the past to guide WTO communications standards and approvals. A new implementation and communication plan will be developed on an annual basis, utilising the template provided by Chevron, which will be tailored to the requirements of the WTO agreement.

This plan will provide guidance to SoA on 'when' and 'how' they should engage with key stakeholders to promote the Partnership by articulating all communications and engagement strategies to support the implementation of WTO Activities.

This framework will assist in:

1. Guiding individual event or program communication to ensure accurate and timely information to WTO consumers and stakeholders,
2. Promoting transparency and promote credibility and trust between WTO partners,
3. Determining a suite of co-branded templates for marketing and communication purposes for all projects relevant to the Partnership; and
4. Developing processes for acknowledgement of the Partnership with clearly defined guidelines for approvals of marketing and media material.

WTO Logo

All communications collateral for WTO will be Co-Branded with the SoA and Chevron-operated Wheatstone Project logos:

- Both partners agree to consult on the proper use of their names and logos in order to comply with their respective style guide requirements.
- The WTO logo is consistent with the generic partnership standards for Chevron and SoA and will consist of the following:



- The WTO logo to be given significantly greater prominence than the logos of other sponsors.
- Each partner's logo will be of equal size/weighting.
- Both partners require 5 working days for logo approvals

Branding Benefits to Chevron

The Chevron-operated Wheatstone Project is to be recognised by SoA as a Program Partner, with the benefits including but not limited to:

1. The Chevron Wheatstone Project 'Program Partner' logo (Logo) will be used on all publications, publicity, promotions and advertising of any form including without limitation print, electronic, and television for the duration of the Term, on all content which references the Working Together Onslow activities and events.
2. The Chevron-operated Wheatstone Project is to be mentioned in any radio advertisement associated with the Working Together Onslow activities and events.
3. In connection with all publications, publicity, promotions and advertising, including without limitation print, electronic and television concerning the Working Together Onslow activities and events. The Logo will be given significantly greater prominence than the logos of other sponsors.
4. Recipient will ensure media partners refer to the 'Program Partner' as 'The Chevron-operated Wheatstone Project'.

Branding WTO Events & Activities

The SoA proposes that where possible the full range of WTO branding including signage and merchandise is displayed at WTO funded events. Where the use of Chevron, Shire or WTO branded market umbrellas and marquee's can be accommodated, a 'WTO' presence through the use of branding merchandise is to be encouraged in order to provide a focal point for information and event delivery.

All media quotes to be approved by both partners for the other's use. The WTO will ideally attempt to raise the profile of its activities through the larger more formal State wide media e.g. GWN, radio to attend, report on events especially activities.



Communication Materials

1. WTO A4 Posters: To be developed for each program and activity. To keep printing costs down SoA proposes that all posters event developed in the first year of the Agreement act as a template for subsequent years with changes only made to event details, times and dates, and addition of local photos etc. Non WTO partner, or other stakeholder logos are to be incorporated into the poster separately from the WTO logo which will be placed in isolation across the bottom of all posters.
2. WTO posters will be displayed prominently around Onslow
3. WTO Table Valance: SoA proposes that the WTO purchase five table Valances.
4. WTO Tear Drop Banners: There is currently one WTO teardrop banner, the SoA proposes the WTO purchase an extra three tear drop banners.
5. WTO Pull Up Banners: SoA proposes that the WTO purchase two pull up banners.

WTO Reporting

Metrics

SoA is aware of Chevron's requirements for quantitative achievements and is committed where possible to improve the reporting on such metrics in a more accurate and comprehensive way. To this end, SoA will be investigating how the use of technology and applications can assist with better metric gathering for activities and, reviewing how event staff are capturing and reporting on WTO metrics. However, it is SoA's position that exact attendance numbers and demographics of attendees for some WTO activities may not always be able to be fully captured due to the fluid nature of some events.

Reporting

SoA proposes that Chevron receive:

1. A post event report for individual events and activities, which include financial outcomes, analysis of the activities and Chevron metrics.
2. A quarterly update via the WTO Steering committee including past events, planned events and a financial update.
3. An annual summary of WTO event activities 1 Jan to 31 Dec which include financial acquittal details for the years WTO activities.

The SoA to work with Chevron on updating the end of activity reporting template to fit within the current event proposal form to ensure it complements the overall objectives.



WTO Activities

Proposed WTO Activities 2023-2025

The SoA proposes the removal of the following events –

- Australia Day: SoA to progress the funding of this annual event with another partner to allow for the additional development companies in Onslow to participate and provide social investment.
- International Womens Day: this will provide the opportunity for Onslow Chamber of Commerce to progress this event with their active Women of Onslow committee, enabling local organisations to become more sustainable.
- Clean Up Days: to decrease the current three (3) clean up day events down to one (1) that will be held in September to coincide with Great Northern Clean Up Day.
- Harmony Day: to re-scope this event with another partner for funding opportunities following minimal uptake from local cultural groups in 2022.
- Beadon Bay Bash Fishing Competition Sponsorship: the Ashburton Anglers are now an incorporated body and have become a sustainable group through various other sponsors and no longer require the support of the WTO.

The SoA proposes the addition of the following –

- Cultural engagement opportunities: the SoA to investigate methods of increasing the number of opportunities to celebrate Aboriginal culture and provide cultural learning experiences for Onslow residents.

WTO AGREEMENT BUDGET 2023-2025

A budget of \$200,000 (ex GST) pa is proposed over the three-year agreement commencing 1 January 2023 to 31 December 2025. *(Please see appendix A)*

Comments on WTO Activity Budget

While the budget has solely targeted WTO funds, the SoA proposes that external co-sponsorship and partners in the delivery and funding of WTO activities be considered on a case-by-case basis, to ensure that full community involvement is generated, and so that WTO activity components can be strengthened or value-added over the course of the new agreement.

Chevron through the WTO has acted as the catalyst for considerable economic and social development opportunities in Onslow and ideally, this WTO agreement will be



working with the Onslow community to move towards a 'post-mining' mentality so the community is better able to meet their own needs and aspirations into the future. A success story of the WTO has been the Beadon Bay Bash Fishing Competition sponsorship, which now after the support of the WTO agreement, has been able to become a sustainable incorporated body who no longer require WTO sponsorship.

- *Onslow Living*

The Onslow Living events objectives relate to 'showcasing Onslow' as a great place to live, play and work and encouraging community connectedness and cohesion. The SoA proposes that looking ahead the WTO look at niche funding streams that may be associated with tourism, the Pilbara Development Commission and collaboratively with organisations such as the Onslow Chamber of Commerce to increase engagement with local businesses as well as increasing the presence of local groups to drive new volunteer opportunities to further their sustainability. In 2023, it is proposed moving the OL event in February to March due to the heat and the ability to utilise the Community Gardens, with the one in November to be delivered in the extended Anzac Park if completed.

- *School Holiday Program*

The SoA trialled partnering with VSwans to deliver a well-developed program in July and October 2022. This was seen as successful by both parties and SoA will continue to progress this collaboration to ensure the provision of sustainable and quality school holiday programs for Onslow that do not compete with current youth programs offered.

The SoA proposes to continue to ensure that activities fully utilise the range of Onslow infrastructure such as the swimming pool, Skate Park, basketball courts.

It is noted, that for some government funding 'child care' services must meet accreditation standards for funding support and this has ramifications for SoA to attract appropriately qualified staff to deliver such programs.

- *Onslow Keepers*

As the population ages not only in Onslow but also across the country, groups such as the Onslow Keepers are important to support. As a result, over the term of the new WTO agreement SoA proposes that dedicated exploration into a variety of funding pools to support the Onslow Keepers group into the future. More specifically support through areas such as the Australian Department of Health & Ageing, National seniors WA, the Department of Sport & Recreation, not for profit senior groups and organisations can be approached to add value to WTO activities. The SoA also proposes that the WTO encourage the Onslow Keepers to increase their sense of group ownership to be more involved in the



planning and delivery of their activities, broaden their volunteer capacity, and have an increase presence in broader community activities.

The SoA further proposes to endeavour to increase participation from the local Aboriginal community to attend Onslow Keeper's activities.

- *Cultural Community Development*
The SoA proposes that the WTO partners discuss the strategic allocation of funds towards Art and Cultural development activities over the course of the three-year agreement, encouraging Onslow's position to be on the tour map for WA touring productions. By strengthening relationships with Circuit West and similar organisations to be included in their tour opportunities to decrease costs of performers visiting and performing in Onslow.
- *Onslow Volunteer Hub*
The SoA would like to propose that the new WTO agreement allocate increased funds towards the Volunteer Week event in May to engage a motivational speaker's attendance, as well as increase the Volunteer of the Month award to \$100 to endeavour to boost interest in volunteerism in the town of Onslow.

WTO Events and Program Schedule

SoA has reviewed the key messages and 'rationale' for WTO events and programs over the next agreement to consider how they are aligned with WTO partnership objectives. This has assisted in more clearly identifying the target audience, relevant specific populations and demographics. Specific detail around the target audience, rationale for the activity, the WTO event and program objectives have been strengthened and details are provided in the event descriptions in Appendix B.

SoA/WTO Activity Management

The SoA aims to improve practices around the planning, management and delivery of WTO activities. The SoA is working across the four shire localities in order to move towards standardised event delivery with the aim of strengthening the quality of event management and delivery including practice around;

- Project Briefs (that will ideally be able to be used to promote external partner and sponsor support).
- Budgeting (pre & post)
- Event Application Formalities – a new template has been introduced in August 2022
- Risk Assessments – training held October 2021
- Communication and Media Plans
- Post Event Reporting



WTO Line Expenditure Events & Programs

SoA proposes that while some components may change according to the type of activity, Chevron, through the WTO agreement will provide the monies for:

1. Welcome to Country (if appropriate)
2. Entertainment / Facilitators
 - a. Activity
 - b. Accommodation
 - c. Travel
 - d. Meal Allowances (not including alcohol)
 - e. Car Hire & fuel
3. Publicity / Media
 - a. Art work
 - b. Printing
 - c. Poster & leaflet distribution
 - d. Print media Onslow Times
 - e. Print media Pilbara Times
 - f. Other
4. Equipment (Hire)
5. Materials
 - a. Consumables
 - b. Resources
6. Permits / Applications / licensing
 - a. Apra
 - b. Liquor Permit
 - c. Traders / food
 - d. Traffic Plan
7. Catering
8. Venue cleaning
9. Freight

It is further proposed that the following expenditure is to be provided by the SoA:


1. SoA
 - a. Venue hire expenses
 - b. Event planning
 - c. Event insurances
 - d. Event delivery (including staffing pre & post event)
 - e. Works Department Support



Appendix A

WTO AGREEMENT BUDGET 2023-2025

WTO Budget and Planning - January 2023 to December 2023			
		Proposed WTO 2023 ex GST	WTO Total 2022 ex GST
Staircase Events			
	Staircase Markets (August/Sept 2023)	\$10,000	\$10,000
School Holiday Activities			
	Summer – January	\$3,500	
	Term 1 - April	\$7,000	\$7,000
	Term 2 - July	\$7,000	\$7,000
	Term 3 - September/October	\$7,000	\$7,000
	Term 4 – December	\$3,500	\$4,000
Community Events			
	Australia Day Celebrations		\$10,000
	ANZAC Day Ceremony – 25th April - Dawn March, Service & Gunfire Breakfast	\$15,000	\$20,000
	Reconciliation Week - 27 May - 3 June		
	Reconciliation Week - Breakfast & Walk	\$4,000	\$2,000
	Elders Morning Tea	\$1,000	\$1,000
	NAIDOC WEEK 3-11 July		
	NAIDOC Darts (Sponsorship)	\$2,500	\$2,500
	NAIDOC Week Celebrations - 3- 11 July	\$2,000	\$2,000
	The Onslow Annual Gala - October	\$40,000	\$40,000
	Christmas Celebrations - December (Float Parade and Christmas Dinner)	\$15,000	\$15,000
	Friday Nights at the Pool (Term 1 & 4 - 10 nights)	\$10,000	\$8,500
	Beadon Bay Bash Fishing Competition (Sponsorship)		\$2,500
Community Belonging Annual Events			
	Onslow Living - March & November	\$3,000	\$3,000
	International Womens Day		\$2,000
Onslow Keepers			
	Monthly Events and Activities aimed at over 55s x 11	\$8,000	\$8,000
	Keepers Bus trips to Karratha x4	\$5,000	\$3,000
	December Christmas Event	\$4,000	\$4,000
Community Development			
	Creative Youth - Yoga, Dance and Arts	\$8,000	\$8,000
	Regional Arts WA x 1 production	\$5,000	\$5,000
	Club Development Initiatives, MPC Activation	\$10,000	\$5,000
	Youth Development Activities to support Youth Strategy	\$5,000	\$5,000



Community Volunteering			
	Volunteer Week - 16 - 22 May	\$6,000	\$4,000
	Volunteer of the Month Program x 11 months Feb - Dec	\$1,200	\$500
	Great Northern Clean Up Day - September	\$1,000	\$2,000
Cultural Engagement			
	Cultural Engagement opportunities	\$5,000	
Miscellaneous Events			
	Miscellaneous Events	\$7,300	\$8,000
	Equipment event specific Promotional goods	\$4,000	\$4,000
Total		\$200,000	\$200,000

*Figures are based on current pricing estimations

The 2023 budget will be replicated for 2024 and 2025, any proposed overspend or underspend will be raised with sufficient lead time by SoA for Chevron to be consulted and required approvals received.



Appendix B

WTO Events and Programs Description 2023-2025

Name of event	STAIRCASE MARKETS
Occurrence	1 per year – July/August (scheduled on Moon timetable)
Target audience	<p>All demographics from the young to the elderly</p> <ul style="list-style-type: none"> • Individuals, couples, families • Guests to the town • Community groups, clubs, not for profit sector representatives • Local business
Rationale	
<p>Chevron and the Shire of Ashburton through the WTO recognise that:</p> <ul style="list-style-type: none"> • By sponsoring this event, the community can share a night together to celebrate the unique environment in which they reside. • Onslow local businesses are provided with the opportunity to showcase their materials. • The event provides strong partner relationships with local groups, clubs and business in hosting and co-managing this community experience. 	
Proposed Objectives	
<p>Support co-partners to provide a fun and safe event for all members of the community that reinforces the positive attributes of the Onslow community and celebrates the unique environment in which they live.</p> <p>In order to achieve this the SoA proposed that WTO funding for this event be split or altered to suit 3 components.</p> <ol style="list-style-type: none"> 1. Provide an opportunity for local clubs, groups and small businesses to showcase what they have on offer for Onslow residents and visiting tourists to increase economic development. 2. Deliver a family and culturally inclusive event. 3. Sponsorship for live entertainment and outdoor settings. 	

Name of Program	SCHOOL HOLIDAY ACTIVITIES
Occurrence	4 x year during each school term holiday (January, April, July, October)



	Each Program runs over the course of a two week period except Public Holidays.
Target audience	<ul style="list-style-type: none"> • 4-6yrs • 7-9yrs • 10 – 17yrs
Rationale	
<p>The relationships that children develop and maintain are important influences on long term development and psychological wellbeing. Being involved in a community of family, friends, relations and neighbours is important in the growth and development of children and youth.</p> <p>Given the increase in families in Onslow, the lack of child and youth services remains an issue.</p> <p>Chevron and the Shire of Ashburton through the WTO recognises that it is important that the children and youth of Onslow are afforded the opportunity to access inclusive, positive, connections and linkages in their immediate and external environments.</p>	
Proposed Objectives	
<ol style="list-style-type: none"> 1. Provide children and youth, activities that are not available on a regular basis in town during the school holidays. 2. Deliver programs, workshops and activities that aim to build competencies, educate, stimulate, and challenge, thus increasing life and interpersonal skills in our children and youth. (eg cooking, sport etc) 3. Support safe environments for young people to socialise with peers. 4. Encourage an appreciation of a sense of place and community ownership through the positive participation in activities. 5. Provide inclusive programs and activities across a variety of age ranges and demographics in a safe and ethical manner. 6. Consider inclusive social environments which provide better support to parents and families in order to enhance child and youth wellbeing. 7. To work more effectively with local, state and not for profit services present in the town of Onslow who work with children e.g. Vswans, Child Protection & Family services, Buurabalayji Thalanyji Aboriginal Corporation. 8. Provide ongoing opportunities for new co-partnered relationships with a view to more closely identify what community groups could be supported to provide services and programs to the children and youth of Onslow. 	

Name of event	Community Event: ANZAC DAY
Date of event	25 April
Location & Time of event	Dawn Service & Gunfire Breakfast ANZAC Memorial & Onslow MPC
Target audience	All residents, returned servicemen & women
Rationale	
Chevron and the Shire of Ashburton through the WTO recognise:	



Anzac Day marks the anniversary of the first major military action fought by New Zealand and Australian forces during the First World War when on the 25th of April 1915 forces landed on Gallipoli.

The town of Onslow was actively involved in World War II with the Navy refuelling at the jetty and the town becoming the furthest town south to be bombed by the Japanese. The Royal Navy also used Onslow as its base between 1952 and 1956 to conduct tests on the nearby Monte Bello Islands culminating in an atomic bomb explosion.

Anzac day in contemporary times allows all citizens to pause and to remember all those who have served and died in all wars, conflicts, and peacekeeping operations not only in Australia but also the world.

The nationally renowned Onslow War Memorial was dedicated on the 15th September 2008 and has since that time become a focus for the towns ANZAC commemorative services.

Onslow ANZAC events have been and continue to be well regarded and supported by the community.

As the Department of Veteran Affairs "A Century of Service" reports benefits associated with commemoration that may be particularly pertinent for the town of Onslow, such as:

- *A sense of pride and unity that brings the community together and makes us feel good about ourselves – both for what we have collectively done in the past, and for the fact that we make the effort to remember it now.*
- *Remembering the past sacrifices (and mistakes) that have been made, in the hope that by doing so we are less likely to have to make them again in the future.*
- *Ensuring that people who might be called on in the future to make such sacrifices are more likely to do so, knowing that they will not be forgotten.*

Proposed Objectives

1. To establish a working group that includes Onslow residents (some who are returned servicemen), to coordinate a commemoration that has a historical relevance for the residents of Onslow.
2. To provide an Anzac Day event that encourages the whole of Onslow community to come together to remember a shared history and experience that has helped create the free, tolerant and inclusive society indicative of not only Australia but the town of Onslow.
3. Provide ongoing opportunities and strengthen co-partnered relationships and more closely identify what community groups could be supported to independently deliver this event in future years.

Name of event	Community Belonging: ONSLOW LIVING
Occurrence	2 per year – February & November
Target audience & demographic	<p>All age ranges, (children to the elderly) New & Existing Residents</p> <ul style="list-style-type: none"> • Individuals, couples, families • Guests to the town (e.g. tourists dependant on season, contractors) • Community groups, clubs, not for profit sector representatives • Local business & enterprise • Local & Western Australian State departments & agencies



Rationale

The WTO recognises that the town of Onslow is a multifaceted place to live and work. Along the lines of the Pilbara Cities initiative the WTO is committed to promote Onslow as an attractive and vibrant town that is working together to build an engaged, connected and resilient community in to the future. The WTO also appreciates that the local can also be global and where possible is also interested to showcase the community state-wide, nationally and internationally where appropriate.

The Onslow Living events celebrate and value the history of old Onslow while also embracing the dynamism and opportunities of change by welcoming Onslow's new residents in an inclusive and collaborative setting.

Onslow Living events place an emphasis on:

- Promoting the town of Onslow as an inclusive, friendly and connected community.
- The benefits of engagement, networking and socialisation between old and new community members in order to increase the quality of professional and interpersonal relationships in the town.
- Promoting all that the town of Onslow has to offer.
- The importance of encouraging new and old residents to develop and maintain community ownership and a well contextualised sense of place.
- Reducing the impacts of living in a physically and/or socially isolated region.
- Raising awareness of local business, organisations and groups that exist in the town and surrounding region.
- Retaining and strengthen traditional community partnerships while also developing and sustaining new networks and relationships into the future.
- Encouraging individuals, families and groups to participate in WTO activities during the year.
- Encouraging community members to co-manage future WTO events.

Proposed Objectives

1. Welcome and celebrate new and old residents to the town of Onslow.
2. Provide a space where old and new residents can meet, increasing the potential and quality of networking, socialising and relationship building.
3. Provide a forum where local clubs, groups and organisations can promote their activities and services and encourage an increase in group membership, participation and volunteerism.
4. Provide essential local education (e.g. cyclone preparation, fishing information, community updates).
5. Provide a platform for 'hot topic' guest speakers.
6. Provide a platform for information dissemination around cultural imperatives, issues, trends or developments in the town.
7. Strengthen co-partnering practices for Onslow Living and other community events.



Name of event	RECONCILIATION WEEK
Occurrence	1 week per year – 27 May to 3 June including Breakfast/Walk and Elders morning tea.
Target audience	<ol style="list-style-type: none"> 1. Specific Population – Local & Visiting Aboriginal Community members, Groups & Organisations 2. Members from other cultures residing in Onslow 3. General – All of community
Rationale	
<p>Reconciliation Week is a time for all Australians to learn about our shared histories, cultures and achievements, and to explore how each of us can contribute to achieving reconciliation in Onslow and our wider country.</p> <p>Chevron and the Shire of Ashburton through the WTO recognise that:</p> <ul style="list-style-type: none"> • Meaningful community engagement and cohesion for the town of Onslow must also be focused upon developing and strengthening relationships with community members of differing cultural backgrounds. • Reconciliation activities in Onslow should be aligned with highlighting the Thalanyji People's experience, knowledge, customs, ceremony and Lore. 	
Proposed Objectives	
<ol style="list-style-type: none"> 1. To provide the community of Onslow the opportunity to come together to recognise and celebrate shared histories and cultures. 2. To work in conjunction with BTAC to provide local culturally appropriate events that celebrate and highlight Reconciliation week. 3. To increase the working relationship between the WTO and BTAC with a view to strengthen co-partnering for Reconciliation Week and future community events. 4. Event components discussed and planned in conjunction with BTAC and other stakeholders. 	

Name of event	COMMUNITY EVENT: NAIDOC
Occurrence	1 week per year - July
Target audience	<ol style="list-style-type: none"> 4. Specific Population – Local & Visiting Aboriginal Community members, Groups & Organisations 5. General – All of community
Rationale	
<p>NAIDOC Week celebrations are held across Australia each July to celebrate the history, culture and achievements of Aboriginal and Torres Strait Islander peoples. NAIDOC is celebrated not only in Indigenous communities, but by Australians from all walks of life.</p> <p>Approximately one third of Onslow's residents are Indigenous. The Thalanyji people are the traditional owners and native titleholders in the Shire of Ashburton Onslow area. Buurabalayji Thalanyji Aboriginal Corporation (BTAC) is the prescribed body corporate for the Thalanyji People. Around fifty</p>	



percent of the local indigenous population is affiliated with BTAC, and the remainder are Gumala Aboriginal Corporation members. Onslow is also home to the Bindi Bindi Community.

Chevron and the Shire of Ashburton through the WTO recognise that:

- Meaningful community engagement and cohesion for the town of Onslow must also be focused upon developing and strengthening respectful relationships between non indigenous community members and the Thalanyji people.
- It is important to be aligned with the rest of the nation in ensuring that members of the Aboriginal community and the non-aboriginal community of Onslow be provided with the opportunity to come together to support NAIDOC week.
- NAIDOC activities in Onslow should be aligned with culturally appropriate activities and events that highlight the Thalanyji People's experience, knowledge, customs, ceremony and Lore.

Proposed Objectives

5. To provide the community of Onslow the opportunity to come together in harmony to recognise and celebrate the achievements of the local Thalanyji People during NAIDOC week.
6. To work in conjunction with BTAC to provide local culturally appropriate events activates that celebrate and highlight NAIDOC week.
7. To support the Thalanyji community to be fully involved in the planning and delivery of local NAIDOC activities.
8. To increase the working relationship between the WTO and BTAC with a view to strengthen co-partnering for NAIDOC, and other community events into the future.
9. To support better linkages between BTAC and local businesses, organisations and groups for NAIDOC activities and other opportunities in the future.
10. Event components discussed and planned in conjunction with BTAC and other stakeholders.

Name of event	Community Event: ONSLOW ANNUAL GALA
Occurrence	1 per year – October
Target audience	<ul style="list-style-type: none"> • Individuals, couples, 18+ event • Guests to the town • Community groups, clubs, not for profit sector representatives • Local business
Rationale	
<p>Chevron and the Shire of Ashburton through the WTO recognise that by sponsoring this event, the 18+ community can share an elegant night out together, the chance to dress up and be taken to another place with a themed setting, dancing, tasteful and sophisticated catering, a night like no other on the calendar.</p> <p>This provides an opportunity for increased social activities aimed at adults as identified in the Social Needs Assessment key findings.</p>	
Proposed Objectives	
<ol style="list-style-type: none"> 1. Foster a sense of community spirit and sense of belonging, supporting engagement and interaction with residents. 	



2. Provide an event that is attractive for 18+ community members, a large majority of existing events are aimed at children/families, this provides an opportunity for adults to engage with each other in a different setting.
3. Encourage community engagement, interaction, community ownership and a sense of place thus strengthening relationships including WTO co-partnered affiliations.
4. Optimising access and use of existing community facilities when hosting events, activities and programs.

Name of event	Community Event: CHRISTMAS CELEBRATIONS
Occurrence	1 per year – December
Target audience	<p>All demographics from the young to the elderly</p> <ul style="list-style-type: none"> • Individuals, couples, families • Guests to the town • Community groups, clubs, not for profit sector representatives • Local business • Local & Western Australian State departments & agencies
Rationale	
<p>While the WTO does not support religious events the Onslow Christmas Festivities are considered to be important activities and funded as community event for the following reasons:</p> <ul style="list-style-type: none"> • The event fosters a sense of community and celebration at a time when many Onslow residents are at a distance from family and friends and possibly vulnerable to feelings of isolation and disconnection. • The event is open to all members of the community regardless of age and provides an opportunity for unrelated individuals and groups to come together and strengthen relationships. • It is a local event that that places an emphasis on the positive ethos of sharing and connectedness. • The event increases community engagement, interaction and fosters wider community ownership and a sense of place. • The event continues to provide strong ongoing opportunities for co-partnered relationships. • Allows a space for families to come together as a family unit and engage with other families in a safe and festive environment. • By sponsoring this event, community spirit and goodwill may be extended throughout the next year. 	
Proposed Objectives	
<ol style="list-style-type: none"> 1. Foster a sense of community and celebration at a time when many Onslow residents may be distance from family and friends and possibly vulnerable to feelings of isolation and disconnection. 2. Provide an event that is attractive and inclusive to all sectors of the community and demographics with an emphasis on creating a space for families to come together as a family unit and engage with other families in a safe environment. 3. Encourage community engagement, interaction, community ownership and a sense of place thus strengthening relationships including WTO co-partnered affiliations. 4. Consultation and engagement with the community to ensure the projects supporting the partnership are meeting community needs and are being developed in a way that promotes social prosperity. 	



Name of Program	Community Event: FRIDAY NIGHTS AT THE POOL
Occurrence of Activities	Term 1 & 4 (10 nights in total)
Target audience	Specific Population - Youth
Rationale	
<p>It is well recognised that inclusive social activities are important for the mental and physical wellbeing of our youth demographic and as such it is also appreciated that access to resources and programs to support youth members are extremely limited in the region. Specifically Aboriginal teens are the most difficult segment of the community to engage, a key finding in the Social Needs Assessment. The inclusion of Friday nights at the pool in 2022 has been successful with this cohort and therefore the SoA proposes to continue this well attended event program.</p> <p>Chevron and the Shire of Ashburton through the WTO strive to create inclusive community spaces and activities to support all abilities and those who are gender diverse to engage in a safe environment.</p>	
Proposed Objectives	
<ol style="list-style-type: none"> 1. Taking advantage of the outdoors and existing recreational and leisure amenities to provide a social and fitness related event targeting youth. 2. Ensuring that strategic imperatives for both WTO partners and the Onslow community are considered, with the results from the Onslow Social Needs Assessment being a key driver. 3. A cohesive approach to advocacy, service development and delivery to youth services and facilities. 4. Deliver and support initiatives that promote community engagement, interaction and the fostering of community spirit and sense of belonging. 5. Optimising existing community facility use when hosting events, activities and programs. 6. Creating inclusive community spaces and activities to support people with disability and those who are gender diverse. 	
Name of Program	ONSLow KEEPERs
Occurrence of Activities	Ongoing throughout the year
Target audience	Specific Population - Onslow Senior Citizens
Rationale	
<p>Older community members in Onslow are considered to be a vital part of the town often providing vitality, volunteer services, skills / knowledge transfer while acting as the holder of local histories.</p> <p>It is well recognised that connections to others and community is important for the mental and physical wellbeing in aging populations and as such it is import to promote the inclusion of Onslow seniors in community life. It is also appreciated that access to resources, programs and aged services designed to support older community members are extremely limited in the region.</p> <p>Chevron and the Shire of Ashburton through the WTO propose that it continues to support the Onslow Keepers, a community group that engages Onslow residents over 55 in a variety of activities and initiatives that encourage active aging. The SoA to review the promotion of events to create better awareness of what is available to Seniors.</p>	



The WTO's position is aligned with the World Health Organisation 'Age-friendly Communities' concept which is part of an international effort to prepare for, and support, aging populations. World Health Organisation. Towards an Aging World. Retrieved from <http://www.who.int/ageing/age-friendly-world/en/>

Proposed Objectives

1. To recognise the contributions that Onslow seniors have made to the community in the past and the present with ongoing opportunities in the future.
2. To facilitate & promote intergenerational activities linking Onslow seniors to the community – and the general population to the seniors - so as to form a fully cohesion and participatory community.
3. To facilitate artistic, cultural & celebratory expression with the Onslow senior community
4. To engage seniors in a variety of activities & initiatives that encourage active and healthy aging.
5. Support the Onslow Keepers as a collective to self-determine what activities and interests they would like to pursue.
6. Seek external support through Senior's Week Community Grants Program and other funding avenues.
7. Utilise external resources available through the Council on the Ageing Western Australia (COTAWA), Department of Health Australia (DOHA), and Age-Friendly Communities Network (AFCN).
8. Promote and distribute information relating to aged care services including but not limited to My Aged Care program.
9. Deliver program components that include:

Activities may include:

1. Bi-Monthly morning tea
2. Book exchange with the Library
3. Twice weekly supervised exercise in the gym
4. Ongoing art and craft projects
5. Bi-monthly excursions to Karratha (shopping, health, Karratha Leisureplex)
6. Christmas Luncheon
7. Guest Speakers & Workshops

Name of Activity	Cultural Community Development:
Occurrence	Ongoing through the year
Target audience	<ol style="list-style-type: none"> 1. All of community 2. All Community Stakeholders
Rational	
<p>The prospects for activities that stimulate 'creative cultural development' especially at a grass roots level is limited in regional areas, the WTO highlights the importance of this by funding opportunities to deliver in this space.</p> <p>In this instance the use of the term culture is a wide reference that incorporates not only the performing, fine and applied arts, and crafts, but also those intangible shared beliefs, values, and practices of a</p>	



community. Creativity is used to describe the development, design, or new application of ideas, relationships, systems or products, as well as including artistic contributions.

The WTO agreement to increase opportunities for local clubs and groups to utilise the existing recreational, sporting and leisure amenities, specifically access to the MPC, to drive more social and fitness-related activities for youth and the wider community.

Proposed Objectives

For the WTO partnership to increase opportunities for development in the arts and culture space as highlighted as an improvement area from the Social Needs Assessment.

- Supporting social, informal art and/or culture groups and activities.
- Opening up opportunity for clubs and groups to access existing facilities.
- Deliver programs that reflect the needs of the community (ie. Activities in the MPC during the summer months to combat heat issues)
- Explore and assist the community to access the wide range of grants, funding and support available to arts and cultural activities. This may include ensuring that community members and groups have the capacity to be able to identify submit and acquit funding and grant applications in an independent manner.
- Increase community development initiatives that activate current facility use and increase fitness related activities.
- Increase opportunity for youth to participate in creative activities, connecting children and youth to arts/culture.

Name of Activity	Community Volunteering Activities
Occurrence	Ongoing through the year
Target audience	3. All of community 4. All Community Stakeholders
Rational	
<p>The difficulties in generating bottom up community based support from community members with the real potential for others to experience volunteer or community exhaustion, increasing the positive contribution and celebrating our volunteers is a key driver to further the sustainability of local clubs and groups.</p> <p>The activities aim to increase the community's sense of ownership and belonging, broaden their volunteer capacity, and have an increase presence in broader community initiatives.</p> <p>The SoA proposes the new WTO agreement allocate increased funds towards the Volunteer Week event in May to engage a motivational speaker's attendance, as well as increase the Volunteer of the Month award to \$100 to endeavour to boost interest in volunteerism in the town of Onslow.</p>	
Proposed Objectives	
<ol style="list-style-type: none"> 1. Foster a sense of community spirit and belonging, celebrating community connection. 2. Provide an event that is attractive and inclusive to all individuals and groups that volunteer their time and/or skills in the community. 3. Encourage community engagement, interaction, community ownership and a sense of place thus strengthening relationships including WTO co-partnered affiliations. 	



Name of Activity	Cultural Engagement Opportunities
Occurrence	Ongoing through the year
Target audience	<ol style="list-style-type: none"> 1. All of community 2. All Community Stakeholders
Rational	
<p>Chevron and the Shire of Ashburton through the WTO recognise that developing and strengthening relationships with community members of differing cultural backgrounds is imperative to building a cohesive community with social prosperity.</p> <p>The SoA proposes the new WTO agreement allocate funding towards cultural engagement initiatives that aim to showcase, highlight and develop local culture. To commit to strengthening relationships with local Aboriginal residents through building cultural awareness and opportunity.</p>	
Proposed Objectives	
<ol style="list-style-type: none"> 1. Foster a sense of community spirit and belonging, celebrating community connection. 2. Building connection between children and youth to cultural experiences. 3. Support local community members to conduct cultural activities in the community. 4. Increase the opportunities to celebrate Aboriginal culture. 5. Encourage community engagement, interaction, community ownership and a sense of place thus strengthening relationships including WTO co-partnered affiliations. 	



Agenda Item 14.4 - Attachment 1

2022 Memorandum of Understanding



MEMORANDUM OF UNDERSTANDING

between the

SHIRE OF ASHBURTON

and

SHIRE OF EAST PILBARA

and

SHIRE OF EXMOUTH

and

CITY OF KARRATHA

and

TOWN OF PORT HEDLAND

for

**PROVISION OF MUTUAL AID DURING
EMERGENCIES AND POST INCIDENT RECOVERY**

Local Government Memorandum of Understanding

This Memorandum of Understanding is made on the _____.

Parties to the Agreement

Shire of Ashburton,	Poinciana St Tom Price
City of Karratha,	Welcome Road Karratha.
Town of Port Hedland,	McGregor Street Pt Hedland
Shire of East Pilbara,	Cnr Kalgan & Newman Drives Newman.
Shire of Exmouth	2 Truscott Crescent Exmouth,

These parties will be hereinafter called the 'partnering Local Governments'

1. PURPOSE

This Memorandum of Understanding (MOU) sets out a basic framework for cooperation between the Local Governments named, to promote cooperation in a disaster event which affects one or more of the partnering Local Governments.

The guiding principle of this MOU is that any support given to a Local Government in an emergency event shall be voluntary and of a level that will not unduly compromise the operability of the Local Government providing the support.

The MOU seeks to:

- facilitate the provision of mutual aid between partnering Local Governments during emergencies and post incident recovery.
- enhance the capacity of our communities to cope in times of difficulty.
- demonstrate the capacity and willingness of participating Local Governments to work co-operatively and share resources within the region.

2. PARTNERING OBJECTIVES

Partners to this MOU, in times of community distress due to an emergency incident, agree where possible to:

- a) Provide whatever resources may reasonably be available within the capacity of that Local Government to respond to the emergency incident if requested.
- b) Provide at, its absolute discretion, whatever resources may be available within the means of that Local Governments to assist with the response to an emergency, or in the post incident recovery within the effected community.

3. ALLOCATION OF RESOURCES

This MOU acknowledges that the allocation of a partnering Local Government's personnel and plant resources is an operational issue, and as such is the responsibility of the CEO of the Local Government seeking to offer aid.

4. RESPONSIBILITIES

The partners to this MOU recognise their responsibilities to have adequate arrangements in place to be able to respond to non-natural and natural disasters. This MOU recognises that each Local Government will have its own local emergency management procedures and Local Emergency Management Arrangements (LEMA) in place in accordance with the *Emergency Management Act 2005*. However, the intention of this MOU is to improve the efficiency of a joint response to an emergency, post incident recovery, share experiences, enhance cooperation between Local Governments and improve regional resilience to disaster events.

The parties acknowledge that the provisions of this document are not intended to create binding legal obligations between them.

The parties acknowledge that:

- a) Nothing in this document authorises a party to incur costs or expenses on behalf of the other party; and
- b) A party has no authority to act for, or to create or assume any responsibility obligation or liability on behalf of, the other party.

5. PARTNERING EXPECTATIONS

- 1) The Local Government receiving assistance will provide a competent and suitably qualified Supervisor to direct and oversee all works undertaken by staff from assisting Local Governments engaged as part of this MOU
- 2) To provide where possible both physical and human resources to assist with the immediate response and recovery. Ongoing protracted assistance may be needed, this may be subject to further negotiation and agreement in writing between the partners concerned.
- 3) Where possible, and if appropriate, the affected Local Governments must utilise internal resources and local contractors before requesting assistance from another Local Government. This will ensure Local Governments are not seen to be competing with local businesses or offers of assistance.
- 4) All requests for support will be made by the requesting local government's CEO to the CEO of one or more of the partnering local governments.
- 5) All equipment provided must be covered by the partners own insurance, each Local Government is responsible for ensuring insurance policies allow for the provision of mutual aid.
- 6) Each individual Council will be responsible for continued salary and any workers compensation insurance for their own staff regardless of where they are operating during the disaster event.
- 7) Each Local Government will be responsible for any loss, damage or cost associated with the provision of support unless otherwise agreed in writing.
- 8) The Local Government requesting support will be responsible for all incidental costs associated with the provider's personnel and equipment such as catering, accommodation, , transport fuel and storage.

6. COST RECOVERY

The Disaster Recovery Funding Arrangements WA (DRFAWA) provide for the reimbursement of eligible expenditure incurred by Local Governments during a declared event.

If an impacted Local Government has an approved DRFAWA claim for a declared event, it may seek to have the costs incurred, in the use of partnering Local Governments resources to undertake eligible reinstatement activities for that eligible event, reimbursed under DRFAWA.

Each partnering local government is responsible for maintaining an accurate record of its expenditure of recovery costs.

7. DURATION AND AMENDMENT

The MOU will come into effect at the date which all parties have signed the agreement. This MOU can be reviewed at any time but cannot be amended except with the written consent of all partners.

8. TERM

Unless mutually extended, terminated or parties withdraw, this MOU will expire on the June 30 2025.

9. WITHDRAWAL

Any partner may withdraw from this MOU by giving 90 days written notice to the partnering Local Governments and the District Emergency Management Committee.

10. NOTICES

Communications in relation to this MOU should be addressed to:

Ranger/Emergency Services Advisor

ksquibb@porthedland.wa.gov.au

or via post to:

Town of Port Hedland

PO Box 41

Port Hedland WA 6721

This partnering agreement is approved by;

Signature:
Kenn Donohoe, CEO Shire of Ashburton

Date :

Signature:
Steven Harding, CEO Shire of East Pilbara

Date :

Signature:
Ben Lewis, CEO Shire of Exmouth

Date :

Signature:
Chris Adams, CEO City of Karratha

Date :

Signature:
Carl Askew CEO Town of Port Hedland

Date :



Agenda Item 14.4 - Attachment 2

2017 Memorandum of Understanding

TITLE	MEMORANDUM OF UNDERSTANDING BETWEEN LOCAL GOVERNMENTS IN THE PILBARA EMERGENCY MANAGEMENT DISTRICT – RECOVERY ACTIVITIES
FILE REFERENCE:	ES08
AUTHOR'S NAME AND POSITION:	Morgwn Jones Emergency Management Coordinator
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	3 January 2016
DISCLOSURE OF FINANCIAL INTEREST:	The author has no financial interest in the proposal.
PREVIOUS MEETING REFERENCE:	Not applicable

Summary

With the onset of the tropical cyclone and bush fire seasons in the Pilbara, it is an opportune time for Council to consider a proposed memorandum of understanding (MOU) between the Local Governments in the Pilbara Emergency Management District for the purpose of formalising cooperation in respect of recovery activities.

Background

A draft MOU was forwarded to local government emergency management staff within the Pilbara Emergency Management District (which includes the Pilbara and Exmouth local government areas) in October 2016. The draft MOU was developed in response to ongoing discussions between the Shire's Emergency Management Coordinator and emergency management staff at the Town of Port Hedland, City of Karratha, the Shire of East Pilbara. Letters were sent to all relevant CEO's on 22 December 2016 requesting their review and support of the MOU.

**ATTACHMENT 1
ATTACHMENT 2**

The Shire of Exmouth has been included in all correspondence, however at this stage they have not provided a formal response. There has however been dialogue with the Pilbara–Kimberley District Emergency Management Advisor, Helen Kent on their behalf.

Comment

Under the *Emergency Management Act 2005* Local Government has the legislative responsibility for Recovery following a disaster. The purpose of the draft MOU is to formalise the "handshake agreement" of mutual aid and support that currently exists during emergencies and post incident recovery operations.

The MOU sets out the basic framework for cooperation between the local governments, to promote cooperation in a disaster event which affects one or more of the partnering local governments.

The guiding principle of the MOU is that any support given to an affected local government during or after an emergency event shall be voluntary and at a level that will not unduly compromise the operability of those organisations providing the support.

The Shire has driven discussion on this issue with the other local governments for some time in the hope of formalising any previous informal agreements between neighbouring LG areas regarding disaster recovery assistance. The Shire is seeking to coordinate review, make any necessary

changes and formalise the MOU prior to the end of the current tropical cyclone and bushfire season so that there is clear understanding and direction moving forward should any of the affected local governments be impacted by a major emergency event requiring a significant recovery effort.

Consultation

Chief Executive Officer
Executive Manager Development and Regulatory Services
Emergency Management Coordinator
Shire of Ashburton Inland LEMC
Onslow LEMC
Pannawonica LEMC
Town of Port Hedland Coordinator Emergency Services
Shire of East Pilbara Community Safety Manager
City of Karratha Manager Regulatory Services
Pilbara–Kimberley District Emergency Management Advisor

Statutory Environment

Emergency Management Act 2005 Sec 36(b)
State Emergency Management Policy Part 6
State Emergency Management Plan Part 6
State Emergency Management Procedure Part 5

Financial Implications

Costs associated with staff and resources assisting affected Local Governments if assistance is requested.

Strategic Implications

Shire of Ashburton 10 Year Community Strategic Plan 2012-2022
Goal 4 - Distinctive and Well Serviced Places
Objective 2 - Accessible and Safe Towns

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" risk and can be managed by routine procedures, and is unlikely to need specific application of resources.

Policy Implications

There is no policy implications associated with this item at this point in time.

Voting Requirement

Simple Majority Required.

Recommendation

That Council:

1. Support the MOU "in principle" (acknowledging that minor wording modifications and clarifications will likely be suggested by the other local governments) and that the CEO be authorised to endorse the MOU so long as the final version is reasonably consistent with Attachment 1