

Ordinary Meeting of Council

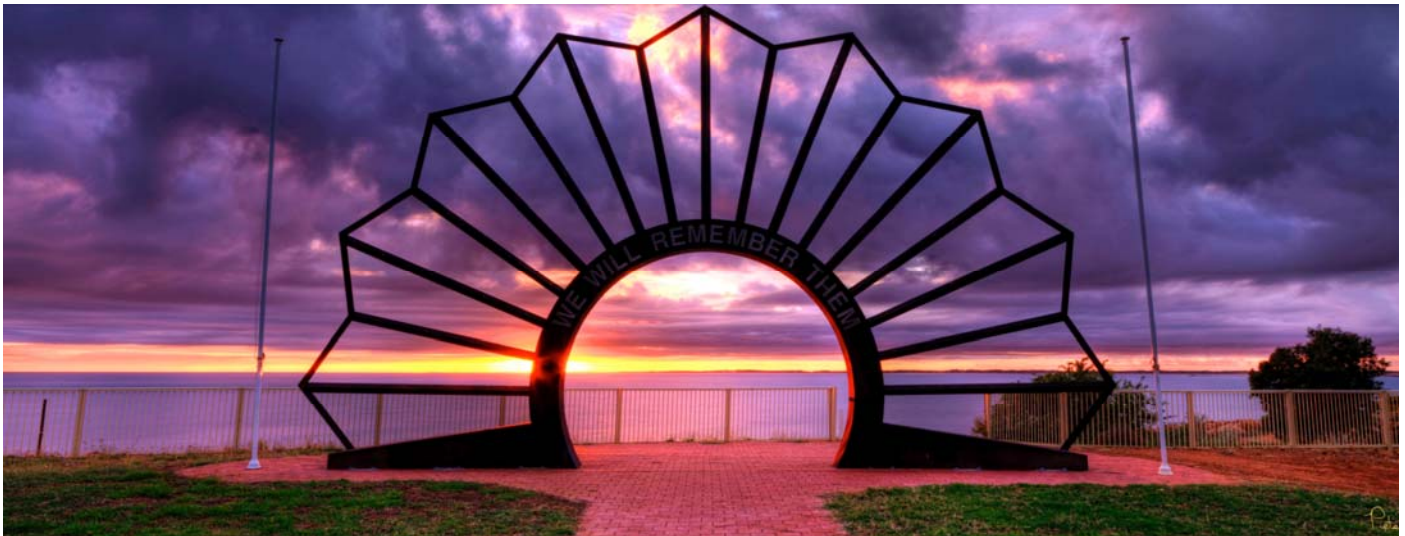
Onslow



Attachments - Public

16 December 2016

Council Chambers,
Onslow Shire Complex,
Second Avenue, Onslow
1.00pm



The Shire of Ashburton 10 year Community Strategic Plan (2012-2022) provides focus, direction and represents the hopes and aspirations of the Shire.

Our Vision

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



Our Mission

Working together, enhancing lifestyle and economic vitality



Community Goals

- Vibrant and Active Communities
- Economic Prosperity
- Unique Heritage and Environment
- Distinctive and Well-services Places
- Inspiring Governance

Future Focus

The next four years will see a strong focus on:

1. Community inclusion and participation
2. Provision of infrastructure that enables economic strength
3. Economic strength
4. Organisation stability
5. Staying ahead of the game
6. Development of our governance

Governance & Executive Services Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
1	11/2016	11.3	Ashburton Community and Business Directory MINUTE: 66	That Council: 1. Task Shire Officers with the task of coordinating the production of an electronic version of an Ashburton Community & Business Directory (2017-2019); and update/administration of the digital Ashburton Community & Business Directory Website; 2. Note that Shire Officers will arrange separately, for a few printed copies to be kept at each Town shire office and visitor centers for distribution (people interested to pick up).	Progressing – Directory will be progressed in the new year for publication mid 2017. (November 2016)
2	11/2016	19.1	Confidential Industrial Advice. MINUTE: 63	The following parameters apply in regard to the audit specification which should incorporate all six (6) subsections of s5.40 namely (a) to (f) inclusive. 1. To apply for the period of 2 October 2013 (appointment date of CEO Neil Hartley) to 25 October 2016 (Council Resolution dates). 2. Specifically address claims and the treatment of claims of bullying, harassment and poor treatment of staff. 3. Specifically address process of staff remuneration assessment / reassessment. 4. Provide at least a preliminary assessment of all six (6) components of s5.40 (a-f) within 28 days of appointment (note: following receipt of this preliminary assessment,	Progressing – Requests for Quotation sought, closing 8 December. Auditor can be selected at December Council Meeting. (November 2016)

Governance & Executive Services Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>Council might require further research be undertaken / reports provided).</p> <p>5. Review of Human Resource Management practices and procedures in relation to s5.40 of the Local Government Act 1995.</p> <p>*It is suggested that quotations may be obtained from the following companies:</p> <ul style="list-style-type: none"> • BDO Australia, Alan Ferris, email: alan.ferris@bdo.com.au phone: 6382 4574 • GFG Consulting, Glen Flood, email: glen@glenfloodgroup.com.au phone: 0419 916 266 <p>(a) Once the proposals are received it is recommended that the administration prepare an item to Council for Council to consider appointment of an organisation in accordance with the resolution of 25 October as follows:</p> <ul style="list-style-type: none"> (i) Seek WALGA's advice in preparing Council a list of independence auditors to carry out an internal review that the organisation has complied with s5.40 of the Local Government Act 1995. Council to appoint the auditor. <p>6. The auditor will also need to audit all expenditure and invoicing of the 2014 WANDRA event and contract until July 2016.</p>	

Governance & Executive Services Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				7. Council has formed a Committee of Council (consisting of all Councillors) to accept quotations and appoint and auditor.	
3	10/2016	11.4	Notice of motion - proposal for notice of motion procedure MINUTE: 52	That Council initiate a “two stage” process of dealing with any future Notice of Motions and adopts the attached Policy (ATTACHMENT 11.4). That point number 3 of the policy be deleted and exchanged with a provision where the CEO and/or President discuss the proposed Notice of Motion with the nominating Councillor following which the nominating Councillor can decide to proceed or withdraw the Notice of Motion.	Completed To be presented for confirmation at the yearly policy review (November Workshop and December Council Meeting). (November 2016)
4	10/2016	19.1	Confidential Industrial Advice Item – Relations MINUTE: 62	That Council: 1) Note the responses from the CEO; 2) Seek WALGA's advice in preparing Council a list of independent auditors to carry out an internal review that the organisation has complied with Section 5.40 of the Local Government Act. Council to appoint the auditor; and 3) That the 2016 CEO performance review process be commenced.	Progressing Shire President to report. (November 2016)
5	09/2016	11.5	Notice of Motion – Proposal for RV Friendly Town Status MINUTE: 28	That Council continue to pursue the achievable essential criteria of being an RV Friendly district, as budget funding permits.	Progressing Will be progressed over coming years as funds are available (\$25,000 in 2016/17 which can be allocated to potable water taps for Pannawonica and Paraburdoo).

Governance & Executive Services Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					2017/18 could consider Dump Points at same locations if that is considered warranted. (November 2016)
6	09/2016	11.6	Shire of Ashburton Enterprise Agreement 2016 MINUTE: 27	<ol style="list-style-type: none"> 1. That Council supports the CEO in reaching agreement with staff based on the package outlined in the attached report (ATTACHMENT 11.6G), including Wage Price Indexation for annual inflationary increases, subject to the following adjustments –1. The pay increment for the first year of the agreement be 2.5% (in lieu of 3.4%); and 2. Employees as defined in Clause 5.4; 5.5; and 5.6 (FIFO/DIDO etc) not be eligible for the Ashburton Allowance or for inclusion within the Study Leave/Higher Education provisions. 	Progressing Consultations with staff occurring. (November 2016)
7	09/2016	17.2	Confidential Notice of Motion – Industrial Relations Advice received by Shire President from WALGA. MINUTE: N/A	<p>That Council:</p> <ol style="list-style-type: none"> Notes the industrial relations advice received by the Shire President from WALGA. Continues to authorise the Shire President and Deputy President to discuss the matter with WALGA and Department of Local Government. Authorises WALGA to liaise with the CEO and notes that WALGA will report its findings back to Council. 	Completed Refer to November Council meeting. (November 2016)
8	11/2015	11.6	Proposal for Agenda Items for Pilbara Regional Council Meeting in Regards to the Pilbara Flight Costs	That Council request that the Pilbara Regional Council to conduct a study into the issue of prices of Pilbara air fares to/from Perth, with the view to ascertaining options as to how these prices might be lowered whilst still maintain airline and airport sustainability, and reasonable service levels to the Pilbara communities.	Progressing PRC pursuing the matter as a 2017 State Election proposal.

Governance & Executive Services Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
			MINUTE: 12026		(November 2016)
9	05/2015	11.3	<p>Notice of Motion - Local Indigenous Communities and State Government Consultation</p> <p>MINUTE: 11955</p>	<p>That Council:</p> <p>Engages with the WA State Government's proposed consultation process so as to contribute to the WA State Government's planning for remote Indigenous communities in the Shire of Ashburton;</p> <p>Monitor the State Government consultation process to ensure the views of the several local Indigenous communities are adequately invited; and</p> <p>Defers any decision on the question of a Shire policy position on Ashburton's remote Indigenous communities, at least until the initial positions of the WA State Government and the several local Indigenous communities are ascertained.</p>	<p>Progressing</p> <p>The State Government released its 'road map' for remote indigenous communities on 14 July 2016 (http://regionalservicesreform.wa.gov.au/p/roadmap).</p> <p>The \$20 million allocation is towards the eight town-based reserves in the Pilbara, and will be a joint initiative between the Pilbara Development Commission and Regional Services Reform Unit (this is the \$20m that was allocated several years ago to the Pilbara Development Commission but not yet spent and it is hoped that \$5m of that will be programmed towards Bindi Bindi).</p> <p>Officers have studied the report and revisited the Council resolution of May 2015 (Local Indigenous Communities and State Government Consultation)</p>

Governance & Executive Services Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					to ascertain what action the Shire should now take, however none are suggested at this point in time. This situation will continue to be monitored. (October 2016).
10	07/2014	16.2	In Principle Support for a Joint Development Between the Shire and the Department of Housing for Staff Housing in Onslow MINUTE: 11831	The officer recommendation be adopted and that Council: 1. Provide in-principle support for a joint development partnership between the Department of Housing and the Shire of Ashburton for the development of Service Worker and Staff Accommodation across Lots 396, 397 on Reserve 41970 and Lots 398, 399 and 400 Third Avenue Onslow; 2. Delegate authority to the Chief Executive officer to progress the proposal and negotiate the financial terms, project management arrangements and design concepts of the proposed joint development partnership; and 3. Request a final report to be presented to Council at a later date that details the particulars of the project before commencement of the proposed partnership.	Completed Department of Housing advises (11 November 2016) that whilst it will continue to monitor situation, with its current funding restrictions and a belief that there are suitable alternative housing options available, concludes that there is sufficient current and anticipated future housing supply for service workers to be adequately accommodated in Onslow. (November 2016)

Community Development Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status																														
1.	11/2016	12.1	Review of Policy REC09 – Policy – Premier’s Australia Day Awards MINUTE: 67	That Council Adopts reviewed Policy REC09 Australia Day WA - Community Citizen of the Year as per ATTACHMENT 12.1.	Completed To be submitted to December Council Meeting. (November 2016)																														
2	10/2016	12.1	Inclusion of the RM Forrest Memorial Hall & Council Chambers Onslow in the 2016/2017 schedule of fees & charges MINUTE: 51	That Council: 1. Adopts the charges for the RM Forest Memorial Hall and Onslow Council Chambers as indicated in the table below: <table border="1" data-bbox="801 687 1783 1342"> <thead> <tr> <th>Description</th> <th>Basis of Charge</th> <th>Adopted Fee 2016/17</th> </tr> </thead> <tbody> <tr> <td colspan="3">RM FORREST MEMORIAL HALL</td> </tr> <tr> <td>Commercial /Business Functions</td> <td>All Day</td> <td>\$220.00</td> </tr> <tr> <td></td> <td>All Night</td> <td>\$200.00</td> </tr> <tr> <td></td> <td>Per hour day</td> <td>\$30.00</td> </tr> <tr> <td></td> <td>Per hour night</td> <td>\$25.00</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>Charitable/Community & Sport Groups</td> <td>All Day</td> <td>\$190.00</td> </tr> <tr> <td></td> <td>All Night</td> <td>\$160.00</td> </tr> <tr> <td></td> <td>Per hour day</td> <td>\$25.00</td> </tr> </tbody> </table>	Description	Basis of Charge	Adopted Fee 2016/17	RM FORREST MEMORIAL HALL			Commercial /Business Functions	All Day	\$220.00		All Night	\$200.00		Per hour day	\$30.00		Per hour night	\$25.00				Charitable/Community & Sport Groups	All Day	\$190.00		All Night	\$160.00		Per hour day	\$25.00	<ol style="list-style-type: none"> Completed (October 2016). Progressing – 2016/17 Fees and Charges Schedule to be amended (October 2016). Completed (November 2016).
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Community Development Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision			Current Status	
					Per hour night	\$20.00		
				Note: A 50% Discount is applicable on all above venue hire charges for any junior organisation (non for profit) - booking must be specifically for children 17 years and under				
				Description	Basis Charge	Adopted 2016/17	Fee	
				Onslow Council Chambers				
				Commercial /Business Functions	Day Rate		\$275.00	
				Commercial /Business Functions	Per hour day		\$55.00	
				Only available during 9.00am to 4.00pm Monday to Friday				
				Charitable/Community & Sport Groups	Day Rate		\$245.00	
				Charitable/Community & Sport Groups	Per hour day		\$45.00	
				Only available during 9.00am to 4.00pm Monday to Friday				
				2. Amends the 2016/2017 Fees & Charges Schedule accordingly; and.				
				3. Advertises the amended Fees & Charges for a period of 7 days in accordance with Section 6.19 of the Local Government Act 1995,				

Community Development Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				with the new fees being in place from 1 November 2016.	
3	09/2016	11.3	Aboriginal Reference Committee 16 August 2016. MINUTE: 30	That Council notes the Minutes of the Aboriginal Reference Committee held on 16 August 2016 and resolves that it: 1. Review ELM19 - Recognition of Aboriginal Culture and History; and Council Declaration Policy - Request the CEO to progress a review to ELM19 Recognition of Aboriginal Culture and History; and Council Declaration.	Completed To be submitted to December Council Meeting. (November 2016)
4	09/2016	12.1	Notice of Motion – Annual Townsite Garden Competition MINUTE: 26	That Council: 1. Utilise its existing REC08 Policy (Community Donations, Grants and Funding) to provide a maximum of one grant per town (Onslow, Tom Price, Paraburdoo, and Pannawonica) of up to \$2500 per grant (in the first instance, to be used specifically for a Townsite Residential Garden Competition to be judged in September 2017). 2. The availability of this funding will be locally advertised to encourage community group activation.	1. Progressing Will be included in next round of community grants in February 2017. 2. Progressing Advertising to correspond with the opening of next Community Support Grants February 2017 (October 2016)

Community Development Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
5	09/2016	12.2	<p>Notice of Motion – Shire Townsite and Communities Tree Planting Program</p> <p>MINUTE: 25</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Requests officers to develop a five year Tree Planting Plan to guide future council budgets for the Shire, including proposed planting areas, types of suitable trees, number required and an estimate of associated costs (including for example, an avenue of honour). 2. Continues to support community programs around tree planting such as National Tree Planting Day including providing financial support to community groups through the Community Support Grants (REC08 Community Donations, Grants and Funding). 3. Note that supplies of trees and fertiliser be in accordance with procurement policy FIN12 and FIN04. 	<p>1. Progressing Five year Tree Planting and Development Plan to be developed by infrastructure and facilities by January 2017.</p> <p>2. Progressing Included in next round of Community Grants in February 2017.</p> <p>(September 2016)</p>
6	12/2015	12.1	<p>Onslow Community Garden – Management</p> <p>MINUTE: 12036</p>	<p>That Council authorise the Chief Executive Officer to seek formal comments from the Department of Education in regard to the potential of a Lease (including the primary conditions) of the land containing the Onslow Community Garden, for Council's further consideration.</p>	<p>Progressing</p> <p>Ongoing negotiation with Education Department drafting terms of agreement and next steps required. (July 2016)</p> <p>Response received from Education Department still being progressed. (December 2016)</p>

Community Development Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
7	12/2014	12.1	Youth Engagement Strategy MINUTE: 11889	That Council: 1. Endorse the development of a Youth Engagement Strategy to replace Policy REC11 (Youth Advisory Council) for Council's future consideration; and Require, the Youth Engagement Strategy to be referred back to Council for its consideration.	1. Progressing Shire has successfully accessed a \$10,000 grant (January 2016) to assist with the further development of the youth strategy. Plan for proposed youth training being developed by Community Development, Community and Capacity Development team (March 2016) Draft Strategy progressing (October 2016)
8	01/2014	11.1	Entry Statements Onslow, Paraburdoo And Tom Price, And Anzac Park Redevelopment For Paraburdoo. MINUTE: 11730	That Council: 1. Acknowledges Smith Sculptors as providing a unique service as per Local government (functions and General) Regulations 1996 Part 4 Division 2 11 (2) (f) and appoints them as the designers, constructor's and installers of the Tom Price, Onslow and Paraburdoo Entry statements and the Tom Price and Paraburdoo Anzac Parks; 2. Accepts the design concepts for the Onslow Entry Statement (attachment 11.1A), the Paraburdoo Entry Statement (attachment 11.1B), the Paraburdoo Anzac Park (attachment 11.1D) and the Tom Price Anzac Park (attachment 11.1E);	Ongoing Attempts to identify external funding ongoing and Council contribution will be reconsidered as part of 2016/17 budget. (January 2016) 8.1 Capital allocation in the 2016/17 budget \$10k

Community Development Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>3. Allocates priority to the Tom Price and Paraburdoo Anzac Parks and authorises the CEO to apply his best endeavors to identify and source external funding opportunities for these projects;</p> <p>4. Considers a contribution to the costs of these projects as part of its 2014/15 budget deliberations.</p>	<p>for Tom Price Entry Statement. (September 2016)</p>

Corporate Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status																																			
1.	11/2016	13.2	Budget Amendment / Variation MINUTE: 70	<p>That Council</p> <p>1. Approves the required budget variations to the Current Budget for 2016/2017 as outlined below.</p> <table border="1"> <thead> <tr> <th colspan="5">1. Development Services</th> </tr> <tr> <th>GL/Job Number</th> <th>General Ledger Description</th> <th>Current Budget</th> <th>Variation Amount</th> <th>Revised Budget</th> </tr> </thead> <tbody> <tr> <td>11025070</td> <td>Service Fee - Accommodation (Exec of DRS)</td> <td>\$46,000</td> <td>(\$12,000)</td> <td>\$34,000</td> </tr> <tr> <td>11025080</td> <td>Service Fee - Accommodation (Emergency)</td> <td>\$0</td> <td>\$4,000</td> <td>\$4,000</td> </tr> <tr> <td>11025090</td> <td>Service Fee - Accommodation (Rangers)</td> <td>\$0</td> <td>\$2,000</td> <td>\$2,000</td> </tr> <tr> <td>11025100</td> <td>Service Fee - Accommodation (Health)</td> <td>\$0</td> <td>\$4,000</td> <td>\$4,000</td> </tr> <tr> <td>11025110</td> <td>Service Fee - Accommodation (Aboriginal Health)</td> <td>\$0</td> <td>\$2,000</td> <td>\$2,000</td> </tr> </tbody> </table>	1. Development Services					GL/Job Number	General Ledger Description	Current Budget	Variation Amount	Revised Budget	11025070	Service Fee - Accommodation (Exec of DRS)	\$46,000	(\$12,000)	\$34,000	11025080	Service Fee - Accommodation (Emergency)	\$0	\$4,000	\$4,000	11025090	Service Fee - Accommodation (Rangers)	\$0	\$2,000	\$2,000	11025100	Service Fee - Accommodation (Health)	\$0	\$4,000	\$4,000	11025110	Service Fee - Accommodation (Aboriginal Health)	\$0	\$2,000	\$2,000	<p>1. Complete Budget adjustments made.</p> <p>2. Ongoing Contributions to projects available for distribution as required. (November 2016)</p>
1. Development Services																																								
GL/Job Number	General Ledger Description	Current Budget	Variation Amount	Revised Budget																																				
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Corporate Services Decision Status Report

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				2. Nameless Valley Truck Stop					
				GL/Job Number	General Ledger Description	Current Budget	Variation Amount	Revised Budget	
				C233	Nameless Valley Rd Truck Rest Stop Upgrade	\$0	\$300,000	\$300,000	
				11250250	Transfer From Reserve A/C	\$0	(\$150,000)	(\$150,000)	
				11246210	Grant Income	\$0	(\$150,000)	(\$150,000)	
				3. Cultural Activities (East)					
				GL/Job Number	General Ledger Description	Current Budget	Variation Amount	Revised Budget	
				11119690	Grants & Contributions Eastern (RTIO Partnership)	(\$317,000)	\$100,000	(\$217,000)	
				11380840	Transfer From Reserve (RTIO Partnership Fund)	\$0	(\$100,000)	(\$100,000)	

Corporate Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision					Current Status
				4. Cultural Activities (East)					
				GL/Job Number	General Ledger Description	Current Budget	Variation Amount	Revised Budget	
				EV20	Nameless Jarndunmunha Festival Sponsorship	\$175,000	(\$25,000)	\$150,000	
				EV00	General Events	\$29,500	\$25,000	\$54,500	
				5. Cultural Activities (East)					
				GL/Job Number	General Ledger Description	Current Budget	Variation Amount	Revised Budget	
				C304 (New)	Notice boards Paraburdoo	\$0	\$20,000	\$20,000	
				11000580	Tfr from Reserve Account (RTIO Partnership Fund)	\$0	(\$20,000)	(\$20,000)	
				6. Health Inspections					

Corporate Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision					Current Status
				GL/Job Number	General Ledger Description	Current Budget	Variation Amount	Revised Budget	
				10722820	Sentinel Chicken Program	\$6,796	\$2,000	\$8,796	
				10722830	Sentinel Chicken Program Funding	\$0	(\$2,000)	(\$2,000)	
				<p>2. An amount of \$75,000 be allocated for the purpose of constructing additional motor vehicle shade facilities in the Paraburdoo town site car park, and a further \$75,000 for the purpose of the construction of the Pannawonica BMX facility. Funds to be drawn from the Infrastructure Reserve (Tom Price component).</p>					
2	09/2016	13.2	Notice of Motion – Council Policy EMP24 Corporate Credit Card MINUTE: 36	That Council alter Council's Policy EMP24 Corporate Credit Card to add the requirement to include a copy of the credit card statement.					Complete Credit Card Statements are appended to Council Agenda. Updated policy included in the Policy Review agenda item (November 2016)
3	09/2016	13.3	Notice of Motion – Council Policy EMP02 Prohibited	That Council note that officers will undertake a review of Council Policy EMP02 Prohibited Areas – Wittenoorn and Yampire Gorge, noting that the State Government has recently updated its information on this prohibited area including map and current conditions (and the new map					Progressing Policy research underway. Officer

Corporate Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
			Areas – Wittenoom and Yampire Gorge. MINUTE: 37	and conditions may need to be added to the current Council policy). The review to accommodate state government policy positions and necessary insurance and legal considerations, also the potential of separate policy positions on the Wittenoom and Yampire Gorge precincts.	report to be presented to Council as soon as practical, but unlikely until at least early 2017. (October 2016)
4	09/2016	13.7	Rates Write-Off – SGMC Pty Ltd MINUTE: 41	That Council accepts the offer of \$24,000 (approximately) after deduction of costs of sale and liquidator’s remuneration for Assessment A34153, A34162 and A6231 and to write off the balance of the rates arrears, and other relevant charges/expenses which have accrued on Assessment A34153, A34162 and A6231 to the value of \$457,832.11 (assuming 2016/17 levied rates and ESL charges will be payable).	Progressing SBMC advised of Council decision. Awaiting payment of \$24,000. Balance of rates arrears written off. (October 2016)
5	03/2015	13.3	Adjustment to the Onslow Townsite Boundary MINUTE: 11917	That Council requests the Minister for Lands to amend the Onslow townsite boundary in accordance with the attached plan ATTACHMENT 13.3 Onslow townsite Proposed Town Site Boundary dated March 2015 to accurately reflect the town's urban growth.	Ongoing Town Planning Schemes 7 Amendments 21 & 22 have now been Gazetted. Project will now commence. (August 2016)

Corporate Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
6	03/2015	13.5	Shire of Ashburton Long Term Financial Plan MINUTE: 11917	That Council: 2. Sets aside time for a Councillor Workshops (in the afternoon of Tuesday 14 April 2015) to discuss the Long Term Financial Plan and how it interacts with the Corporate Business Plan Review and the 2015/16 Annual Budget.	Ongoing Work has commenced to review the Long Term Financial Plan with workshops being planned. (June 2016)
7	06/2013	11.4	Financial Management Audit MINUTE: 11545	That Council: 1. Receives the Financial Management Review as per Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996; 2. Directs the Chief Executive Officer to take action on the recommendations contained in the report.	Completed New server has been installed and new backup procedures (including off-site) in place (November 2016)

Development and Regulatory Services Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
1.	10/2016	14.2	<p>Appointment of Fire Control Officers</p> <p>MINUTE: 57</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Revokes the previous appointments of Fire Control Officers, as listed below - <ul style="list-style-type: none"> a) Mike Booth formerly CBFCO City of Karratha; b) David George formerly CBFCO Shire of Exmouth; and c) Andrew Norris formerly DCBFCO Shire of East Pilbara. 2. Appoints the following as Fire Control Officers for the Shire of Ashburton with all powers conferred to them by this Act including the authority to expend Shire funds in respect to firefighting/prevention activities and initiate legal proceedings for the whole of the Shire of Ashburton - <ul style="list-style-type: none"> a) Tom Price Volunteer Bush Fire Brigade Lieutenant Wayne Hatton; and b) Shire of Ashburton Senior Ranger Kyle Cameron. 3. Appoints neighbouring Chief Bush Fire Control Officers as Fire Control officers for the Shire of Ashburton with all powers conferred to them by this Act including the power to initiate legal proceedings for the areas where they share a Shire boundary - <ul style="list-style-type: none"> a) Darrell Hutchens CBFCO City of Karratha; and b) Clint Swadling CBFCO Shire of East Pilbara. 4. The Shire of Ashburton publically advertises the revocation of previous appointments mentioned in (1) and the new 	<p>Complete</p> <p>(December 2016)</p>

Development and Regulatory Services Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				appointments as per (2) and (3).	
2	09/2015	18.1	Control of Leucaena Trees MINUTE: 12007	That the Shire of Ashburton requests the Pilbara Regional Council: <ol style="list-style-type: none"> To progress the formation of a Leucaena Management Group from member Councils and environmental organisations; and To approach WALGA for assistance to develop a Local Law to classify Leucaena as a “declared” weed in the Pilbara. 	Ongoing PRC has written to member Council’s to gauge interest in a regional response. Will await outcome of PRC survey prior to approaching WALGA re: request to assist with drafting a Local Law. (October 2015) Awaiting formal advice from PRC but indications are that it will likely be low. (January 2016) PRC contacted again in September but still awaiting a response. (December 2016)
3	07/2015	4.2.1	Shane Roulstone (Tom Price)	Q1. Has Council considered implementing 5 minute parking zones between 7am and 4pm on school days for the 170m stretch of Tamarind St - outside the Tom Price Primary School? This would allow parents to safely drop off and pick	Ongoing Ranger Services and Infrastructure are working on

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				<p>their children, which is not possible when the parking area outside the school is taken up by other vehicles, which causes parents to double park or park on the other side of the street, which significantly increases the risk of a child being hurt on the road at drop off and pick up times. The “P5min - Drop off & Pick up only during school days” is widely used by many councils to help keep children safe.</p> <p>There may be some merit in introducing restricted parking in front of the school on Tamarind Street however the matter needs some prior investigation. As such, it is suggested that the Shire engage in consultation with the school and any other relevant parties, to facilitate an investigation of the cause and severity of the parking problems in this location, and the best way of addressing the concerns raised regarding congestion and safety.</p>	<p>mapping all of the Shire’s public car bays. A procedure will then need to be drafted on how/when/who can request new parking signs in line with the Australian Standards and the Local Law. Aiming to complete procedure by end of 2016 / early 2017.</p> <p>(November 2016)</p>
4	12/2013	14.8	<p>Onslow Rodeo Grounds (Reserve 39070)</p> <p>MINUTE: 11718</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Authorise the Chief Executive Officer to undertake an independent environmental ‘audit’ and detailed site investigation of Reserve 39070 to: <ul style="list-style-type: none"> • determine what has been disposed of on the site; • address the classification as 'Possibly contaminated - investigation required' • whether the site is safe for use from any contaminants on or within the site; and; • any other matter relevant to the Council and the Department of Environment Regulation 	<p>Ongoing</p> <p>A full survey of lot 127 Onslow (that the rodeo grounds are on) has been completed.</p> <p>DER have approved the further use of ‘clean’ soil from the Onslow WTS intersection to be used to provide a 500mm cover to the remainder of the contaminated areas. This should allow the Shire and DER to move forward with</p>

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				<p>that would enable the withdrawal of Memorial M400302.</p> <p>2. In relation to 1. above, Directs investigate if the audit is able to conducted using current staff resources and expertise, and if not, direct funding, of up to \$50,000, for the environment audit and detailed site investigation of Reserve 39070 be taken from account 140114 (consultant/project costs) of up to \$50,000 and that it be recognised as over budget expenditure.</p>	<p>management plan and the formal imposition of a memorial on the Title.</p> <p>(November 2016)</p>

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Titles	Council Decisions	Current Status
1	11/2016	14.1	<p>Final Adoption of Amendment 31 to rezone Lot 26 on Deposited Plan 216556 Killawarra Drive, Tom Price from local scheme reserve 'Parks, Recreation and Drainage' to reserve 'Residential' zone with an applied density code of R20.</p> <p>MINUTE: 71</p>	<p>That Council:</p> <p>Resolve that the Local Government pursuant to Section 75 of the Planning and Development Act 2005, amend the above Local Planning Scheme by:</p> <ol style="list-style-type: none"> 1. Rezoning the following land parcel from 'Parks, Recreation and Drainage' reserve to 'Residential R20' as depicted on the amendment map: <ol style="list-style-type: none"> a. Lot 26 Killawarra Drive, Tom Price 2. Amending the Shire of Ashburton Town Planning Scheme No. 7 Scheme Map accordingly; and 3. Endorse the Schedule of Submissions prepared in response to the consultation for Amendment 31. <p>The amendment is standard under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason(s):</p> <ol style="list-style-type: none"> 1. The Amendment will have minimal impact on land in the scheme area that is not the subject of the amendment; and 2. The Amendment does not result in any significant environmental, social, economic or governance impacts on land in the Scheme area. 	<p>Progressing</p> <p>Amendment documents awaiting signatures and sealing prior to submission to WAPC for final approval.</p> <p>(November 2016)</p>
2.	11/2016	14.2	<p>Final Adoption of scheme amendment 27 to rezone portions of Lots 271 and 277 Killawara Drive, Tom Price from 'Parks Recreation and Drainage'</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Pursuant to section 75 of the Planning and Development Act 2005, resolves to amend the above Local Planning Scheme by: 	<p>Progressing</p> <p>Amendment documents awaiting signatures and sealing prior to</p>

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			<p>reserve to 'Residential' zone with applied density code of R20.</p> <p>MINUTE: 72</p>	<ul style="list-style-type: none"> i. Rezoning the following land parcels from 'Parks, Recreation and Drainage' reserve to 'Residential R20' as depicted on the amendment map: <ul style="list-style-type: none"> a. Portion Lot 277 Killawarra Drive and Amaroo Place, Tom Price b. Portion Lot 271 Killawarra Drive and Jabbarup Place, Tom Price c. Portion Lot 277 Killawarra Drive and Ceron Street, Tom Price; ii. Amending the Shire of Ashburton Town Planning Scheme No. 7 Scheme Map accordingly; and iii. Endorses the Schedule of Submissions prepared in response to the consultation for Amendment 27; <p>2. Considers the amendment is 'standard' under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason(s):</p> <ul style="list-style-type: none"> i. The Amendment will have minimal impact on land in the scheme area that is not the subject of the amendment; and ii. The Amendment does not result in any significant environmental; social, economic or governance impacts on land in the Scheme area. 	<p>submission to WAPC for final approval.</p> <p>(November 2016)</p>

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Titles	Council Decisions	Current Status
3	08/2016	14.1	<p>Proposed Recommendation Not to Proceed with Scheme Amendment No. 16 to the Shire of Ashburton Town Planning Scheme No. 7 – Rezoning of Precinct 2 as Outlined in the Old Onslow Airport Master Plan</p> <p>MINUTE: 18</p>	<p>That Council:</p> <p>Resolves in pursuance with Section 75 of the <i>Planning and Development Act 2005 (as amended)</i>, that it does not proceed with Scheme Amendment 16 to the <i>Shire of Ashburton Town Planning Scheme No. 7</i> by:</p> <ol style="list-style-type: none"> 1. Advising the Western Australian Planning Commission and Minister for Planning of its decision not to proceed with the Amendment; and 2. Removes Scheme Amendment No. 16 from the Shire’s list of active Scheme Amendments. 	<p>Completed</p> <p>(November 2016)</p>
4	05/2016	14.1	<p>Proposed Scheme Amendment NO.31 to the Shire of Ashburton Town Planning Scheme No.7 to rezone lot 26 on Deposited Plan 216556 (Killawarra Drive, Area W) from Local Scheme Reserve ‘Parks, Recreation and Drainage’ to ‘Residential R20’</p> <p>MINUTE: 12097</p>	<p>That Council resolve that:</p> <ol style="list-style-type: none"> 3. in pursuance of Section 75 of the Planning and Development Act 2005 (as amended), initiate Scheme Amendment 31 (Standard Amendment) to the Shire of Ashburton Town Planning Scheme No. 7 by: <ol style="list-style-type: none"> a. Rezoning Lot 26 on Deposited Plan 216556 from ‘Parks, Recreation and Drainage’ to ‘Residential R20’ as shown on the Amendment Map; b. Amending the Scheme Map Accordingly; and 4. the Amendment is a “Standard Amendment” under Regulation 35 of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons: 	<p>Completed</p> <p>(November 2016)</p>

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Titles	Council Decisions	Current Status
				<ul style="list-style-type: none"> a. The amendment has minimal impact on land in the scheme area that is not the subject of the amendment; and b. The amendment does not result in any significant environmental, social, economic or governance impacts in the scheme area. 	
5	12/2015	14.1	<p>Review of Shire of Ashburton Planning Scheme NO.7 as required for the 'Planning Health Check' per Planning and Development (Local Planning Schemes) Regulations 2015</p> <p>MINUTE: 12034</p>	<p>That Council:</p> <ul style="list-style-type: none"> 1. Note the contents of the attached 'health check' report as per ATTACHMENT 14.1. 2. Pursuant to Regulation 66(3) of the Planning and Development (Local Planning Schemes) Regulations 2015 recommend to the Western Australian Planning Commission that: <ul style="list-style-type: none"> a. the Shire of Ashburton Town Planning Scheme No. 7 be amended to comply with the Planning and Development (Local Planning Schemes) Regulations 2015, and that this amendment be undertaken within six months; and b. that following the preparation and endorsement of a Local Planning Strategy by the Western Australian Planning Commission the Shire commence the preparation of a new Local Planning Scheme to replace the Shire of Ashburton Town Planning Scheme No. 7. 	<p>Progressing</p> <p>Planning staff updating Scheme text and maps with anticipated presentation to Council early 2017.</p> <p>(November 2016)</p>
6	08/2015	19.1	Confidential Item - Carbone Report - Final Report	4. Note that the matter of the Onslow Airport Camp accommodations/associated facilities tender is being	Ongoing

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Titles	Council Decisions	Current Status
			(Nameless Valley and Onslow Airport Camps Fees and Charges; and Onslow Camp Continuation) MINUTE: 11992	dealt with through a Town Planning Scheme amendment proposal, which will be followed by a tender for the supply/hire of these facilities.	Amendment 30 approved and waiting Minister's final signoff and gazettal. (August 2016)
7	08/2015	17.2	Notice of Motion in regards to a review of the Transient Worker Accommodation Policy	CEO to initiate a review of LPP13 transient worker accommodation policies and any other related planning in light of other related Councillors opposition to double bunking. Councillors have expressed concerns as Chevron's intentions to double bunk at their Wheatstone Project.	Ongoing Need to undertake review of LPP13 in 2016 and address Council concerns regarding double bunking. Comprehensive review of all Local Planning Policies underway with agenda item likely to go to Council in early 2017. This item has been held over due to more urgent projects including the CHRMAP & LPS which have State funding dependent on meeting specified timeframes. (October 2016)
8	02/2015	14.2	Proposed change of purpose for reserve 42467	That Council: 1. Request the Minister for Lands to;	Progressing

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Titles	Council Decisions	Current Status
			from 'Recreation – Model Aircraft" to "Cultural Purposes' to allow for the use of the land for Aboriginal Arts and Cultural Tours	<ol style="list-style-type: none"> a) Amend the purpose of Reserve 42467 from 'Recreation to 'Cultural purposes': b) Issue a Management Order to the Shire of Ashburton with power to lease Reserve 42467; and <ol style="list-style-type: none"> 2. Authorise the CEO to negotiate the terms of and execute a lease agreement between the Shire of Ashburton and Mr. Stevens or his nominated corporate identity for use of Reserve 42467. 	<p>Ongoing liason with Minister for Lands regarding request to modify reserve.</p> <p>Proponent negotiating with Native Title holders.</p> <p>(November 2015)</p>
9	10/2014	14.2	<p>Proposed Scheme Amendment to Rezone Part Lot 271 and Part Lot 277 Killawarra Drive, Tom Price from 'Parks, Recreation and Drainage' to 'Residential R20'</p> <p>MINUTE: 11867</p>	<p>That Council in pursuance of Section 75 of the <i>Planning and Development Act 2005</i> initiate Amendment 28 to the Shire of Ashburton Town Planning Scheme No. 7 by:</p> <ol style="list-style-type: none"> 1. Rezoning the following land parcels from 'Parks, Recreation and Drainage' reserve to 'Residential R20' as depicted on the amendment map: <ol style="list-style-type: none"> a. Portion Lot 277 Killawarra Drive and Amaroo Place, Tom Price b. Portion Lot 271 Killawarra Drive and Jabbarup Place, Tom Price c. Portion Lot 277 Killawarra Drive and Ceron Street, Tom Price 2. Amending the Shire of Ashburton Town Planning Scheme No. 7 Scheme Map accordingly. 	<p>Progressing</p> <p>Approval Notification to submitters.</p> <p>(November 2016)</p>

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Active Scheme Amendments - Status

Amendment No.	Site or Issue	Initiation Date of Amendment by Council	Proposal	Current status
16	Rezone certain portions of Lot 16 on Deposited Plan 161140, Onslow Road, Onslow (Onslow Airport) to 'Mixed Business' Zone. (Stage 2)	16 March 2011	Rezone certain portions of Lot 16 on Deposited Plan 161140, Onslow Road, Onslow (Onslow Airport) from Public Purposes 'Airport' Reserve to 'Mixed Business' Zone. (Stage 2)	The Minister for Planning has been advised that Council does not wish to proceed with the amendment. (August 2016)
23	New Provision in the Shire of Ashburton Local Planning Scheme No. 7 – Clause Height of Buildings in the 'Commercial and Civic' Zone, Onslow	21 March 2012	New Provision in the Shire of Ashburton Local Planning Scheme No. 7 – Clause Height of Buildings in the 'Commercial and Civic' Zone, Onslow.	Report to January 2016 OMC to recommend discontinuing amendment. (October 2016)
25	Revised in the Shire of Ashburton Local Planning Scheme No. 7 – Onslow Aerodrome Environs Area Special Control Area'	19 September 2012	Revised in the Shire of Ashburton Local Planning Scheme No. 7 – Onslow Aerodrome Environs Area Special Control Area'	Report to January 2016 OMC to recommend discontinuing amendment. (May 2016)
27	Reclassifying the land parcels from the 'Parks Recreation and Drainage' to 'Residential R20' part Lot 277 Killawarra Dr and Amaroo Pl, part Lot 271 Killawarra Dr and Jabbarup	15 October 2014	Rezone part Lot 277 Killawarra Dr and Amaroo Pl, part Lot 271 Killawarra Dr and Jabbarup Pl, part Lot 277 Killawarra Dr and Ceron St from 'Parks Recreation and Drainage' to 'Residential R20'	Report to November OMC to consider final approval. (October 2016)

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Amendment No.	Site or Issue	Initiation Date of Amendment by Council	Proposal	Current status
	PI, part Lot 277 Killawarra Dr and Ceron St			
30	Airport TWA not zoned appropriately for ongoing use	15 July 2015	Proposed Amendment to the Shire of Ashburton Town Planning Scheme no. 7 to Rezone Portion of lot 16 Onslow Road from 'Public Purposes - Airport' reserve to 'Special Use 5' Zone	Amendment approved and awaiting gazettal. (July 2016)
31	Re-zone 'lazy lands' lot on Killawarra Drive from 'Parks Recreation and Drainage' to 'Residential R20'	24 May 2016	Re-zone 'lazy lands' lot on Killawarra Drive from 'Parks Recreation and Drainage' to 'Residential R20'	Report to November OMC to consider final approval. (October 2016)

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
1	11/2016	15.1	Proclamation of Onslow Ring Road – Realignment of Onslow Road to Onslow townsite. MINUTE: 73	That Council: (1) Advise Main Roads WA that it supports the proclamation of the Onslow Ring Road as shown in drawings 201321-0019-03 and 201621-0104-00 (ATTACHMENT 15.1) as a main road and; (2) Supports the de-proclamation of the old alignment.	Completed Details of Council resolution forwarded to MRWA (December 2016)
2.	11/2016	15.2	Request to amend the 2016/2017 Plant Program. MINUTE: 74	That Council: 1. Approve the purchase of a new or second hand 32,000 litre Semi Water Tanker using funds from within the 2016/17 Plant budget (Account No. 124956 – Asset New Plant – Plant and Equipment) originally allocated to the purchase of a six tonne tipper.	Progressing RFQ to be issued (December 2016)
3.	11/2016	15.3	Request to purchase prime mover as part of the 2016/2017 plant replacement program. MINUTE: 75	That Council: 1. Approve the purchase of a new 2016 Western Star W4800 6x4 106,000kg from Western Star Trucks Australia at a cost of \$ 272,815.00 (ex GST). 2. Authorise the Chief Executive Officer to negotiate the final terms and execute the Contract Documentation.	Progressing Prime Mover has been ordered. (December 2016)
4.	11/2016	18.1	Proposal to construct an aircraft hangar at Onslow Airport.	That Council: 1. Approve the budget variation amount of \$750,000 to be transferred from the Airport Reserve to the Airport Capital Operating Budget;	Progressing RFT being developed.

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
			MINUTE: 78	<ol style="list-style-type: none"> 2. Authorise the Chief Executive Officer to put the 'Supply and Installation of a Hangar' project out to tender; and 3. Authorise the Chief Executive Officer and Shire President to execute the relevant contract documentation and affix the Shire's common seal to the contract. 	(December 2016)
5	10/2016	15.1	Notice of Motion – Give Way Signage Wyloo Road/Camp Road MINUTE: 58	That Council acknowledges: <ol style="list-style-type: none"> 1. The Give Way signs on Wyloo Road / Camp Road and Turner Road / Camp Road have not been installed by the Shire. 2. Main Roads WA is investigating how the Give Way signs Wyloo Road / Camp Road and Turner Road / Camp Road were installed. 3. CEO to report back to Councillors on or before March 2017 OCM with progress of the Main Road investigation and expected timeline on any action being finalised. 	<ol style="list-style-type: none"> 1. Completed 2. Completed Give Way signs incorrectly installed by Main Roads Contractor. Signs have been removed. 3. Ongoing Main Roads WA representative to be invited to a future Council Meeting Day to explain its procedures. (November 2016)

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
6	10/2016	15.2	<p>Project Update – Proposed Onslow Waste Management Facility.</p> <p>MINUTE: 59</p>	<p>That Council:</p> <ol style="list-style-type: none"> Note the Revised Feasibility Report (ATTACHMENT 15.2A) and Onslow Waste Disposal Strategy (ATTACHMENT 15.2B); Authorise the Chief Executive Officer to proceed with the necessary site investigation, planning, approval, consultation and design works required to progress the Onslow Waste Management Facility at the Preferred Site ('Site10') in Onslow to a Class IV standard; and Request that the Chief Executive Officer report back for further Council consideration, the results of (2), including a proposed design and business delivery model for a new Onslow Waste Management Facility. 	<p>Progressing</p> <p>Project Plan being developed to include financial planning, site investigations, tenure, approvals and design of the waste management facility.</p> <p>Funding/lobbying plan being prepared to secure funding for the project as a Class IV facility.</p> <p>(November 2016)</p>
7	9/2016	13.5	<p>Notice of Motion – Request a report on the formulation of a policy on Greening Ashburton.</p> <p>MINUTE: 39</p>	<p>That Council:</p> <ol style="list-style-type: none"> Approve the development of a whole of district integrated Landscaping Plan; and At its 2016/17 Annual Budget Review, consider the potential of providing additional funds to progress district landscaping as outlined in the Plan. Not progress a Local Law to control removal of trees on private property. 	<ol style="list-style-type: none"> Progressing Work progressing on this plan. Progressing Awaiting Budget Review to consider. Completed <p>(October 2016)</p>

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
8	09/2016	15.1	<p>Notice of Motion – Review of Council Policy ENG02 Access to Pastoral Properties</p> <p>MINUTE: 42</p>	<p>That Council:</p> <ol style="list-style-type: none"> Confirms that the May 2008 resolution of policy ENG02 (Access to Pastoral Properties) should prevail for the time being; and Notes the progress of development of a holistic road management strategy, inclusive of a new Road Management Policy, Shire Road Hierarchy Map and that a further report will be presented to a Council workshop in November 2016. 	<p>1. Completed New policy being presented to December OCM.</p> <p>2. Progressing Workshop occurred at September Council Meeting.</p> <p>Hierarchy Map under consideration.</p> <p>(December 2016)</p>
9	09/2016	15.2	<p>Investigation of alternate landfill cover options at Paraburdoo Landfill.</p> <p>MINUTE: 43</p>	<p>That Council:</p> <ol style="list-style-type: none"> Acknowledge the investigations into alternate daily cover options at the Paraburdoo Landfill site and the progression of the Shire's Strategic Waste Management Plan; Approve the purchase of a secondhand landfill compactor utilising the 2016/17 budget allocation for 'Alternate Daily Cover' and Approve the Budget transfer of \$150,000 from Job 17037 Alternate Daily Cover to account 124956 Asset New - Plant & Equipment Purchase. 	<p>Completed</p> <p>Unit has been delivered to site.</p> <p>(December 2016)</p>

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
10	08/2016	15.1	RFT 15/16 Onslow Waste Transfer Station Intersection Upgrade MINUTE: 19	That Council notes that these works are a requirement of Main Roads WA, and: 1. Accepts the Lump Sum Tender of \$292,785.88 (GST exclusive) from NTC Contracting for RFT1516 Construction of Sealed Intersection for Waste Transfer Station, Onslow in accordance with its Tender submission; 2. Authorises the Chief Executive Officer to negotiate the final terms and execute the Contract documentation; and 3. Authorises the Chief Executive Officer to manage the Contract, including variations to the design specifications and contract value, providing this does not exceed the project budget or reduce the overall scope.	Progressing. Work has commenced. (October 2016) Ongoing (December 2016)
11	03/2016	15.1	Strategic Asset Management Plan MINUTE: 12064	That Council: 1. Endorses the Strategic Asset Management Plan 2016-2020 as a component of the Shire's Integrated Strategic Planning and Reporting Framework and in particular, for consideration as part of the ongoing annual and long term financial plans; 2. Acknowledges that levels of service and whether or not to rationalise the Shire's asset network will need to be considered as part of the forthcoming review of the Corporate Business Plan and the Long Term Financial Plan; and	Progressing Successful in securing a program to have our building assets audited with improved component data. As part of the annual Fair Value process, plant and equipment is being audited and will be integrated into the Asset Management System.

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				<p>3. Notes that officers are continuing to –</p> <ul style="list-style-type: none"> a. collect and improve asset management data and systems to increase confidence in this Plan; b. undertake cyclic condition audits of all asset classes and review modelling to confirm required renewal expenditure; c. collect asset data for minor assets (currently excluded from the modelling) so it can be available for future plan updates; d. develop asset design and construction standards as part of ongoing budget considerations for future assets; and e. endeavor to provide whole of life costs as part of future asset provision reports to Council. 	<p>(May 2016)</p> <p>Staff Housing audits completed. Other buildings to follow.</p> <p>Road AMP commencing.</p> <p>(September 2016)</p> <p>Progressing</p> <p>Building Condition data (RFQ to be developed Nov) to inform valuation process (Fair Value RFQ – 30 June 2017)</p> <p>(November 2016)</p>
12	12/2015	15.1	<p>Strategic Waste Management Plan</p> <p>MINUTE: 12034</p>	<p>That Council endorse the Strategic Waste Management Plan as a guide to ongoing waste management in the Shire of Ashburton.</p>	<p>Progressing</p> <p>Operations Manager is reviewing the Waste Strategy in conjunction with staff. Tender called for the installation of a weighbridge at Tom Price</p>

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>and a RFQ issued for the provision of weighbridge software. Concept development plans being prepared for the long term use of Tom Price and Paraburdoo landfill sites.</p> <p>(August 2016)</p> <p>Ongoing</p> <p>(October 2016)</p>
13	10/2015	15.2	<p>Agreement with Main Roads WA for the Handover of a Section of Onslow Road</p> <p>MINUTE: 12018</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Agree to the Main Roads WA proposal to hand over the section of Onslow Road, north of the new Onslow Ring Road upon completion of pavement rectification works to the satisfaction of the Chief Executive Officer; and 2. Correspond with Ashburton's state government representatives to seek their assistance in securing complimentary state government grant funds to improve drainage at Shanks Road (as an immediate priority) with the opportunity for road train access to Beadon Creek to be considered as part of the 2016/17 budget deliberations (on the basis it can secure joint MRWA/Shire of Ashburton funding allocations). 	<p>Completed</p> <p>(December 2016)</p>

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
14	06/2015	15.1	<p>Karratha / Tom Price - Lobbying Proposal for Funding</p> <p>MINUTE: 11972</p>	<p>That Council:</p> <ol style="list-style-type: none"> Note that there are multiple economic and social benefits to sealing the Karratha-Tom Price route, that this project sits comfortably with the original aims and objectives of RfR and that it also delivers on all six policy objectives of the RfR Program; Note that any contribution from the private sector and the Shire should be “gifted” to the State Government for the specific purpose of constructing the road and on this basis would attract a higher (dollar for dollar) matched funding from the Commonwealth; Proceed to discuss with stakeholders their support for the Shire to submit an application to the RfR Program for staged funding to complete the Karratha-Tom Price route and authorise the President and CEO to promote the grant application at both state and federal political levels as required (conditional though, that within the eventual grant approval process, the Shire’s two policies applicable to Asset Management (ENG09) and Financial Sustainability(ELM10), and its Long Term Financial Plan, must suitably accommodate the road construction schedule and its long term road maintenance program. 	<p>Progressing</p> <p>Application for funding for the Karratha-Tom Price Rd was submitted for Rounds 2 (and 3) of the Commonwealth Stronger Regions Fund, but were unsuccessful.</p> <p>A Lobbying Plan has been developed. Copies of the Plan have been provided to PDC who has already indicated support for the project. PDC has allocated \$50,000 to expand on the Shire’s existing study. Ongoing lobbying will be undertaken in conjunction with PRD and other stakeholders. Plan has been provided to Main Roads WA, who will liaise with PDC.</p> <p>PDC study progressing with the Shire of Ashburton and the City of Karratha also contributing</p>

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					(\$25,000 and \$10,000 respectively) to provide the necessary funds \$85,000 for the study). Ongoing (November 2016)
15	11/2014	15.3	Request to Excise a Portion of Reserve 19291 to Create a New Reserve Vested in the Shire of Ashburton for the Proposed Onslow Waste Transfer Station MINUTE: 11874	That Council: 1. Request the Minister for Lands excise from Reserve 19291 that portion of land depicted as 'Waste Transfer Site' in ATTACHMENT 15.3; and 2. Reserve the excised portion for the purpose of 'Waste Transfer Station' with a Management Order to the Shire of Ashburton.	Progressing Department of Lands have issued survey instructions to update the reserve boundaries. (October 2016) Progressing (November 2016)
16	10/2014	15.1	Request for the Excise and Dedication of a Portion of Reserve 19291 Onslow for the Creation of an Access Road to the Proposed Waste Transfer Station MINUTE: 11868	That Council: 1. Request the Minister for Lands to excise from Reserve 19291 that portion of land depicted as 'Road' on ATTACHMENT 15.1B; 2. Request that the Minister of Lands dedicate the land depicted as 'Road' on ATTACHMENT 15.1B as a public road in accordance with Section 56 of the Land Administration Act 1997; and 3. In accordance with Section 56 (4) of the Land Administration Act indemnifies the Minister against all costs reasonably incurred in granting this request.	Progressing Department of Lands have issued survey instructions to update the reserve boundaries. (October 2016) Progressing (November 2016)

Infrastructure Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
17	06/2014	15.1	Road Closure - Road No 1644 From Mount Florence Homestead To Hamersley Homestead MINUTE: 11817	That Council: 1. In accordance with Section 58 of the Land Administration Act 1997 publishes the public notice of intention to close in entirety Road Number 1644 as defined in the Government Gazette notice of April 1904 for amalgamation into adjoining properties, in a newspaper circulating in its district, and invite representations on the proposed closure within a period of 35 days from the publication; and 2. Delegate to the Chief Executive Officer the power to resolve to make a request to the Minister to close the road, should no objections be received.	Progressing The Shire has contacted the Department of Lands and asked for this to be closed off as soon as possible. Rio Tinto has now issued the Shire with a letter titled 'Discontinuation of the proposed closure for ROAD 1644 from Mount Florence Homestead to Hamersley Homestead' which now needs to be assessed. Shire is currently reviewing all original documentation and correspondence due to staff changes in RTIO contact. (March 2016)

Infrastructure Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					No further updates. (October 2016)
18	10/2012	18.3	Tom Price Royal Flying Doctor Air Strip MINUTE: 11336	<p>That Council:</p> <ol style="list-style-type: none"> 1. Rescinds previous decision from August 2012 Meeting (Minute 11272) <ol style="list-style-type: none"> i. Council will support the development of a RFDS air strip for Tom Price if owned and operated by others and; ii. Direct the CEO to lobby resource companies, state government departments etc to construct own and operate an RFDS air strip in Tom Price." <p>Alternate Motion:</p> <ol style="list-style-type: none"> 1. Council supports, without bias, that it is the desire of the residents of Tom Price to have their own Royal Flying Doctor Air Strip, for which to service their needs. 2. Council authorises the Chief Executive Office to source the required capital funding for the Royal Flying Doctor Air Strip and investigate means to offset maintenance costs. 3. On the basis of 2. above and should capital funds be located, then Council agree in principle to accept ownership responsibility of the airstrip. 4. A Business Plan is to be brought back to Council for approval. 	<p>Progressing Business Case has been finalised.</p> <p>The Shire and HQ Management discussed with Rio Tinto to confirm the use of the preferred site, the provision of site information and Rio Tinto's position on forming a partnership for the project.</p> <p>Department of Lands has been consulted and a land tenure proposal is with Perth RTIO management to determine their position. RTIO has requested documented evidence of all site assessments undertaken that target their site as the</p>

Infrastructure Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>preferred/only option for a Tom Price RFDS strip.</p> <p>On Hold</p> <p>Following joint Shire/RTIO PGC Meeting discussions, now awaiting confirmation of a Shire or RTIO budget allocation before progressing the matter further.</p> <p>(December 2016)</p>
19	08/2012	13.4	<p>Mine Road Tom Price – Dedication of road.</p> <p>MINUTE:11261</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. That Council resolves to make a request to the Minister under section 56(1)(a) of the Land Administration Act 1997 to dedicate Lot 356 of DP 216348 as a road. 2. Council resolves to advise Department of Regional Development and Lands that it would also be prepared to accept a road reserve to continue to the entry to the Tom Price LIA. 	<p>Progressing</p> <p>Rio Tinto are investigating concerns that it has with this amalgamation, even though it was originally its request for the amalgamation and transfer of ownership to the Shire.</p> <p>Emailed for follow up, awaiting response letter from Rio.</p> <p>(August 2015)</p>

Infrastructure Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					No further update (October 2016)

Strategic and Economic Development Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
1	09/2016	16.3	Award of RFT 16/16 Design and Construction of Residential Dwellings at Barrada Estate, Onslow.	<p>That Council:</p> <ol style="list-style-type: none"> 1. Accepts Option 2 (three dwellings) Lump Sum Tender of \$1,196,972.37 (including GST) from Pindan Pty Ltd for RFT 16/16 - Design and Construction of Residential Dwellings in Barrada Estate, Onslow; and 2. Authorises the Chief Executive Officer to execute the Contract and manage the Contract, including variations to the design specifications and contract value, providing this does not exceed the project budget or reduce the overall scope. 	<p>Ongoing</p> <p>Contract documents executed. Final designs have been reviewed and signed off. Construction to commence early December 2016. Completion due April 2017.</p> <p>(December 2016)</p>
2	06/2016	16.1	<p>Lease Agreement between Shire of Ashburton and Hamersley Iron Pty Ltd for Lot 492 Coolibah Street (SES Premises), Tom Price and Lot 2003 Boonderoo Road (BFB Premises), Tom Price</p> <p>MINUTE: 12107</p>	<p>That Council Delegate Authority to the Chief Executive Officer to arrange preparation and execution of the lease agreements between the Shire of Ashburton and Hamersley Iron Pty Ltd for Lot 492 Coolibah Street and Lot 2003 Boonderoo Road, Tom Price for a term of five years commencing 10 November 2015 and expiring on 9 November 2020 for \$0 rental per annum.</p>	<p>Ongoing</p> <p>SoA executed. Forwarded to Lessor for execution.</p> <p>(December 2016)</p>
3	06/2016	18.1	<p>Design and Construction of the Onslow Skate Park</p> <p>MINUTE: 12108</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Accepts the Lump Sum Tender of \$1,000,000 (GST Exclusive) from CONVIC for RFT 16/14 Design and Construction of the Onslow Skate Park; 2. Approves the proposed increase in the project budget from 	<p>Ongoing</p> <p>Contract with CONVIC executed. Construction of the skate park in progress</p>

Strategic and Economic Development Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>\$1 million to \$1.3 million, subject to approval from the Onslow Macedon Infrastructure Working Group;</p> <p>3. Authorises the CEO to negotiate/execute Contract documentation upon approval of the funding outlined in (2) above, and manage the Contract including variations to the design specifications and contract value (providing this does not exceed the project budget or reduce the overall scope).</p>	<p>and due for completion around 14 December.</p> <p>(December 2016)</p>
4	03/2016	18.1	<p>RFT 01/16 Design and Construction of Onslow Aquatic and Recreation Centre, Onslow</p> <p>MINUTE: 12071</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Accepts the Lump Sum Tender of \$5,927,334 (GST exclusive) from Pindan Contracting Pty Ltd for RFT 01/16 Design and Construction of Onslow Aquatic and Recreation Facility including provisional sums; 2. Authorises the Chief Executive Officer to negotiate the final terms and execute the Contract documentation; 3. Authorises the Chief Executive Officer to manage the Contract, including variations to the design specifications and contract value, providing this does not exceed the project budget or reduce the facility's overall scope. 	<p>Ongoing</p> <p>Contract has been executed with Pindan, construction underway and expected to be completed by mid-late Jan 2017</p> <p>(December 2016)</p>
5	11/2015	16.2	<p>Authorisation to Affix Common Seal – Application for a New/Balance Title for Lot 16 Onslow Road, Onslow</p> <p>MINUTE: 12024</p>	<p>That Council approves affixing the Common Seal in the presence of the Shire President and the Chief Executive Officer to the Application for a New/Balance Title form for lodgment to Landgate.</p>	<p>Ongoing</p> <p>Common Seal applied. Document forwarded to Settlement Agent 23 November 2015.</p>

Strategic and Economic Development Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
					<p>Negotiations for Deed between Water Corporation and Onslow Salt unsuccessful.</p> <p>New clearance being sought from Water Corp for authorisation of new Deposited Plan without easement corridor.</p> <p>(December 2016)</p>
6	11/2015	16.1	Relinquishment of Lot 46 South Road, Tom Price by Hamersley Iron for Acquisition by the Shire of Ashburton MINUTE: 12032	That Council: 1. Endorses the acquisition of Lot 46 South Road, Tom Price; and 2. Approves affixing the Common Seal in the presence of the Shire President and the Chief Executive Officer to the transfer of land documents for lodgment to Landgate.	Ongoing Trasfer approved by Rio Tinto Executives. Contract of sale being prepared. (December 2016)
7	10/2015	16.5	Request for Creation of Reserve with Management by Shire of Ashburton – Unallocated Crown Land being Lot 330 on Deposited Plan 66635 and Portions of unallocated Crown Land between Lots 330 and 414	That Council: 1. Request the Minister for Lands to: a. Reserve Lot 330 and portions of Unallocated Crown Land from Lot 330 to Lot 414 as described on Plan Onslow Boardwalk - 01 and dated April 2015 for the purpose “Recreation”; and	Ongoing Council’s decision and letter of indemnification was forwarded to Department of Lands to

Strategic and Economic Development Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
			for the Purpose of "Recreation", Onslow MINUTE: 12022	<p>b. Issue a Management Order to the Shire of Ashburton.</p> <p>2. Advise Department of Lands in writing of the Shire's commitment to indemnify the Minister against any claim for compensation.</p>	<p>commence NOITT actions.</p> <p>Deposited Plan placed In Order For Dealings at Landgate.</p> <p>NOITT actions stalled while Department of Lands receive legal advice.</p> <p>(December 2016)</p>
8	09/2014	16.1	Proposed Memorandum of Understanding for Pilbara Regional Council to Undertake Conservation Works at Old Onslow MINUTE: 11859	<p>That Council:</p> <p>1. Endorse the proposal by the Pilbara Regional Council to undertake conservation works at the Old Onslow Townsite in accordance with its proposal and \$1 million budget provided in the Onslow Social Infrastructure Fund; and</p>	<p>Ongoing</p> <p>PRC has completed temporary stabilisation works (January). Interpretive signage design underway and contract issued for further stabilisation of buildings which may take place early 2017.</p> <p>(December 2016)</p>

Actions Performed Under Delegated Authority for the Month of November 2016.

The Use of the Common Seal

Seal No.	Date Seal Applied	Council Decision	Parties Involved	Document Details
				There was no use of the Common Seal for the month of November.

Consultation:

Chief Executive Officer

Financial Implications:

There are no financial implications related to this matter.

Certain Planning Functions Relating to Shire of Ashburton Town Planning Scheme No. 7 (DA08-1)

A, B, C	Advertising and Determining Applications for, Planning Approval, Draft Development Plans, or Extension for Town Planning Scheme Amendments and Development Plans				
	Adv or Det. App.	Date	Applicant	Description	Development location
	16-52	10/11/2016	Naomi Eggins	Consulting Rooms – Osteopath & Remedial massage	Unit 4, 20 Lot 309 Second Avenue Onslow
16-53	11/11/2016	Tourism WA – Vicki Robertson	Holiday Accommodation	Lot J3114/N50350 – Peedamulla Station	

Consultation:

Chief Executive Officer

Executive Manager, Development & Regulatory Services

Financial Implications:

There are no financial implications related to this matter.

Report of Delegation Activities - Delegated Authority Register 2016

Approval Date	Delegation No.	File Ref	Title	Decision
Delegation of Powers and Duties of the Local Government Act to the CEO (DA02-4)				

Consultation:

Not applicable.

Financial Implications:

There are no financial implications related to this matter. / Goods purchased in accordance with 2016/17 Budget.

Tenders (Accepted and Executed Associated Contract) (Delegation DA06-6)

Approval Date	File Ref	Title	Tenderer	Total Score (/100)	\$
04/11/2016	CM08.16 GV01.16	RFT 03/16 Council awarded a Panel of Pre-Qualified Suppliers of Plant & Equipment – RFQ08.16 – Maintenance Works on Twitchen, Yanrey and Peedamulla Roads was awarded to Alltrack WA	1. Alltrack WA 2. Young's Earthmoving 3. Dingo Corporation	1. 89.4 2. 68.0 3. 37.3	1. Schedule of Rates 2. Schedule of Rates 3. Schedule of Rates
4/11/2016	CM22.16 GV01.16	RFT 22/16 Remediation and Reinstatement of Banjima Drive, Karijini - Youngs Earthmoving	1. Youngs Earthmoving 2. Comiskey Contracting 3. Norwest Sand & Gravel	1. 89.5 2. 74.6 3. 52.2	1. \$203,920.20 2. \$198,868.72 3. \$266,629.10

Consultation:

Executive Manager, Infrastructure Services

Financial Implications:

Goods purchased in accordance with 2016/17 Budget.



REQUEST FOR QUOTATION Q77.16

Internal Section 5.40 Audit – Shire of Ashburton

November 2016

1. PREAMBLE

The Shire of Ashburton is seeking to engage a suitable Consultant to conduct an internal review of the human resource management practices and procedures within the Shire, as they relate to s5.40 of the Local Government Act 1995.

2. OBJECTIVES AND TASKS

In addressing the requirements of this request and responding to section 6. **‘Selection Criteria’**, respondents should provide an overview of similar work undertaken; their resource suitability to meet the required time frame; and a completed schedule of hourly rates (see Item 12).

3. DELIVERABLES

The Shire advises that it is unable to provide any guaranteed scope of works or minimum level of appointment as a result of this Request for Quotation.

It is the intention of the Shire to utilise the services of the appointed Consultant or Company to provide the project delivery of the following parameters in regard to the audit specification which should incorporate all six subsections of s5.40 of the Local Government Act 1995, namely (a) to (f) inclusive. The Audit is to -

1. Apply for the period of 2 October 2013 (appointment date of CEO Neil Hartley) until 25 October 2016.
2. Address claims and the treatment of claims of bullying, harassment and poor treatment of staff (details of specific cases to be provided upon appointment).
3. Specifically address process of staff remuneration assessment/reassessment (details of specific cases to be provided upon appointment).

4. Provide at least a preliminary assessment of all six components of s5.40 (a-f), (of the specific cases listed in (2) and (3) above) within 28 days of appointment (Note: following receipt of this preliminary assessment, Council might require further research be undertaken/reports provided).
5. Review of Human Resource Management practices and procedures in relation to s5.40 of the Local Government Act 1995.
6. Audit all expenditure and invoicing of the 2014 WANDRRA event and contract until July 2016.

Respondents are advised that appointment as the successful consultant or company to this Request for Quotation does not restrict the Shire from engaging the services of any other person or company to provide similar services, if in the opinion of the Shire the standard of services provided by the Consultant are not to an acceptable standard or the alternate provider is better able to provide such services.

4. CLIENT AND REPORTING

The Shire nominates Nicky Tyson as reporting officer for this project.

5. OUTPUTS AND TIME FRAME

The following are significant dates that must be acknowledged by the Consultant or Company as being critical to the project.

Request for Quotation is released	25 November 2016
Request for Quotation submitted to the Shire	4pm, 8 December 2016
Award RFQ to successful Consultant or Company	Within 14 days
Completion of the Requirements of this Request	<i>To be negotiated with the successful Consultant</i>

6. SELECTION CRITERIA

Respondents are required to address each of the selection criteria detailed below as part of any response to this Request for Quotation.

Experience (50%)

- Demonstrated experience with local government human resources and road works grant claims/reconciliation
- Demonstrated experience in working with Local Government in the fields required as part of this project brief.

Resources (30%)

- Demonstrated ability of Company or Consultant to meet the scope of works in a timely manner (including providing at least a preliminary assessment of all six components of s5.40 (a-f) within 28 days of appointment).
- Details of the nominated personnel that will be assigned to undertake the requirements of this Request for Quotation.

Price (20%)

- Fees and charges applicable to this Request for Quotation (see Item 12)

7. FURTHER INFORMATION

Name:	<i>Nicky Tyson</i>
Position:	<i>Procurement Coordinator</i>
Contact:	Nicky.tyson@ashburton.wa.gov.au

Where deemed appropriate by the Shire, responses provided to prospective Consultants or Companies as a point of clarification during the course of this Request for Quotation will also be provided to any other Consultant or Company known to be considering providing a response to this Request for Quotation.

8. GENERAL CONDITIONS OF CONTRACT

This Contract is subject to AS 4122 - 2010 ("General Conditions of Contract for Consultants").

The applicable General Conditions of Contract are not provided with this Request and are available from www.saiglobal.com. Consultants are to ensure they have read and understood the General Conditions of Contract and shall include in their fees the cost of complying with the General Conditions of Contract.

9. PERIOD OF SUBMISSIONS

Submissions for this Request for Quotation will be received no later than 4pm (WST) 8 December 2016 and must be submitted directly to nicky.tyson@ashburton.wa.gov.au

Respondents are to ensure they complete and return Item 11. Respondents Offer and Item 12. Price Schedule along with their quotation.

NOTE: Please submit via email as one singular attachment.

10. REFERENCE DOCUMENTS

Attachments

1. New Supplier Form (complete and Return along with quotation)
2. Copy of Confidential Council Item

11. RESPONDENTS OFFER (complete and return)**Offer Form**

The Chief Executive Officer
 Shire of Ashburton
 Po Box 567, Tom Price WA 6751

I/We (Registered Entity Name): _____
 (BLOCK LETTERS)

of: _____
 (REGISTERED STREET ADDRESS)

ABN _____ ACN (if any) _____

Telephone No: _____ Facsimile No: _____

E-mail: _____

In response to Request for Quotation (RFQ) 77.16:

I/We agree that I am/We are bound by, and will comply with this Request and its associated schedules, attachments, all in accordance with the Conditions contained in this Request signed and completed.

The responded price is valid up to ninety (90) calendar days from the date of the RFQ closing.

I/We agree that there will be no cost payable by the Principal towards the preparation or submission of this Response irrespective of its outcome.

The consideration is as provided under the schedule of rates of prices in the prescribed format and submitted with this RFQ.

Dated this _____ day of _____ 20____

Signature of authorised signatory of Respondent: _____

Name of authorised signatory (BLOCK LETTERS): _____

Position: _____

Telephone Number: _____

Authorised signatory Postal address: _____

Email Address: _____

12. PRICE SCHEDULE (complete and return)

ITEM	DESCRIPTION	RATE PER HOUR (Inc GST) \$
1	Partners	
2	Senior Associates	
3	Associates	
4	Solicitors	
5	Restricted Practitioners	
6	Articled Clerks	
7	Paralegal	
8	Administration Staff	
9	Special Counsel/Consultant	
10	Counsel	
11	Other (please specify)	



SHIRE OF ASHBURTON
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 OCTOBER 2016

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SHIRE OF ASHBURTON

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 OCTOBER 2016

	NOTE	October 2016 Actual \$	October 2016 Y-T-D Budget \$	2016/17 Revised Budget \$	2016/17 Adopted Budget \$	Variations Actuals to Budget \$	Variations Actual Budget to Y-T-D %	
Operating								
Revenues/Sources								
Governance		1,408,101	1,783,381	1,879,448	1,879,448	(375,280)	(21.04%)	▼
General Purpose Funding		1,242,840	2,383,078	4,930,158	5,324,897	(1,140,238)	(47.85%)	▼
Law, Order, Public Safety		49,921	41,060	123,219	123,219	8,861	21.58%	▲
Health		116,531	119,862	234,182	234,182	(3,331)	(2.78%)	▼
Education and Welfare		111,380	603,710	639,050	639,050	(492,330)	(81.55%)	▼
Housing		126,458	156,144	468,622	468,622	(29,686)	(19.01%)	▼
Community Amenities		2,392,771	1,622,375	4,113,543	4,213,543	770,396	47.49%	▲
Recreation and Culture		4,526,797	6,223,832	15,841,597	16,304,397	(1,697,035)	(27.27%)	▼
Transport		2,258,363	3,439,004	11,963,409	11,813,409	(1,180,641)	(34.33%)	▼
Economic Services		673,524	1,005,868	3,018,787	3,018,787	(332,344)	(33.04%)	▼
Other Property and Services		56,362	91,496	274,587	274,587	(35,134)	(38.40%)	▼
		12,963,048	17,469,810	43,486,602	44,294,141	(4,506,762)	(25.80%)	
(Expenses)/(Applications)								
Governance		(1,952,902)	(2,341,380)	(7,162,044)	(7,162,044)	388,478	16.59%	▼
General Purpose Funding		(63,590)	(17,436)	(52,330)	(52,330)	(46,154)	(264.71%)	▲
Law, Order, Public Safety		(307,087)	(341,967)	(1,035,639)	(1,035,639)	34,880	10.20%	▲
Health		(259,693)	(334,346)	(996,168)	(996,168)	74,653	22.33%	▼
Education and Welfare		(131,045)	(193,403)	(443,553)	(443,553)	62,358	32.24%	▼
Housing		(301,988)	(354,436)	(1,058,117)	(1,058,117)	52,448	14.80%	▼
Community Amenities		(2,332,286)	(2,974,120)	(9,055,501)	(9,092,501)	641,834	21.58%	▼
Recreation & Culture		(2,799,714)	(3,741,732)	(10,910,046)	(10,910,046)	942,018	25.18%	▼
Transport		(5,052,703)	(5,075,277)	(15,258,406)	(15,258,406)	22,574	0.44%	▼
Economic Services		(1,236,277)	(1,966,780)	(5,920,750)	(5,920,750)	730,503	37.14%	▼
Other Property and Services		(872,274)	(1,060,507)	(3,152,961)	(3,052,961)	188,233	17.75%	▼
		(15,309,559)	(18,401,384)	(55,045,514)	(54,982,514)	3,091,825	(16.80%)	
Net Operating Result Excluding Rates		(2,346,511)	(931,574)	(11,558,912)	(10,688,373)	(1,414,937)	151.89%	
Adjustments for Non-Cash								
(Revenue) and Expenditure								
(Profit)/Loss on Asset Disposals		50,883	9,502	91,066	91,066	41,381	(435.50%)	▲
Movement in Leave Reserve (Added Back)		0	0	0	0	0	0.00%	
Movement in Deferred Pensioner Rates/ESL (non-current)		0	0	0	0	0	0.00%	
Movement in Employee Benefit Provisions		0	0	0	0	0	0.00%	
Adjustment for Rounding		0	0	0	0	0	0.00%	
Depreciation on Assets		4,369,536	4,367,760	13,108,550	13,108,550	1,776	(0.04%)	
Capital Revenue and (Expenditure)								
Purchase Land Held for Resale		0	(141,608)	(540,000)	(540,000)	141,608	100.00%	▼
Purchase Land and Buildings		(1,124,714)	(7,302,530)	(21,817,258)	(21,817,258)	6,177,816	84.60%	▼
Purchase Furniture and Equipment		(264,296)	(469,836)	(877,500)	(877,500)	205,540	43.75%	▼
Purchase Plant and Equipment		(98,478)	(438,695)	(1,951,175)	(1,951,175)	340,217	77.55%	▼
Purchase Leasehold Improvements		0	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Roads		(72,421)	(2,672,255)	(6,019,745)	(6,019,745)	2,599,834	97.29%	▼
Purchase Infrastructure Assets - Footpaths		(151,245)	(187,320)	(354,000)	(354,000)	36,075	19.26%	▼
Purchase Infrastructure Assets - Drainage		(352,351)	(851,220)	(2,170,000)	(2,170,000)	498,869	58.61%	▼
Purchase Infrastructure Assets - Parks & Ovals		0	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Aerodromes		(276,830)	(526,656)	(1,480,000)	(1,480,000)	249,826	47.44%	▼
Purchase Infrastructure Assets - Coastal		0	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Bridges		0	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Parks & Recreation		(2,174,893)	(3,315,814)	(10,517,400)	(10,517,400)	1,140,921	34.41%	▼
Purchase Infrastructure Assets - Town		0	(769,692)	(2,310,000)	(2,310,000)	769,692	100.00%	▼
Purchase Infrastructure Assets - Waste		(52,531)	(753,187)	(1,851,500)	(1,851,500)	700,656	93.03%	▼
Purchase Infrastructure Assets - Other		0	0	0	0	0	0.00%	
Proceeds from Disposal of Assets		218,892	116,364	496,364	496,364	102,528	88.11%	▲
Repayment of Debentures		(284,823)	(267,166)	(708,807)	(708,807)	(17,657)	(6.61%)	
Proceeds from New Debentures		0	333,200	1,850,000	1,850,000	(333,200)	(100.00%)	▼
Advances to Community Groups		0	0	0	0	0	0.00%	
Self-Supporting Loan Principal Income		0	0	0	0	0	0.00%	
Transfers to Restricted Assets (Reserves)		(87,179)	(1,551,924)	(4,657,634)	(4,657,634)	1,464,745	94.38%	▼
Transfers from Restricted Asset (Reserves)		0	5,079,777	15,422,019	15,172,019	(5,079,777)	(100.00%)	▼
ADD Net Current Assets July 1 B/Fwd		8,380,952	8,380,952	8,380,952	8,784,297	0	0.00%	
LESS Net Current Assets Year to Date		31,196,383	23,764,344	(1,607,845)	0	7,432,039	31.27%	
Amount Raised from General Rates		(25,462,392)	(25,656,266)	(25,857,134)	(26,441,096)	193,874	(0.76%)	

SHIRE OF ASHBURTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 31 OCTOBER 2016

	2015/16 B/Fwd Per 2016/17 Budget \$	2015/16 B/Fwd Per Financial Report \$	October 2016 Actual \$
NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	12,465,012	5,381,937	27,276,622 *
Cash - Restricted Unspent Grants	30,488	1,792,754	30,488 *
Cash - Restricted Unspent Loans	0	1,522,742	0
Cash - Restricted Reserves	28,464,923	28,279,955	28,367,135 **
Rates - Current	866,929	866,929	2,426,919
Sundry Debtors	5,444,449	5,479,411	3,429,762
Accrued Income	0	7,922	0
Payments in Advance	93,588	94,101	0
GST Receivable	1,134,506	1,145,505	294,528
Provision For Doubtful Debts	(727,263)	(916,461)	(916,461)
Inventories	170,857	170,857	170,857
	<u>47,943,489</u>	<u>43,825,652</u>	<u>61,079,850</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(9,810,786)	(5,721,915)	(1,131,709)
Accrued Expenditure	(2,346)	(126,392)	0
PAYG Payable	0	(260,254)	(244,300)
Payroll Creditors	0	0	0
Withholding Tax Payable	0	0	0
GST Payable	(875,846)	(878,385)	(140,516)
Other Payables	(5,291)	(36,828)	193
Restricted Funds	0	0	0
Accrued Interest on Debentures	0	(32,158)	0
Accrued Salaries and Wages	0	(108,813)	0
Current Employee Benefits Provision	(1,098,506)	(1,269,649)	(1,269,649)
Current Loan Liability	(628)	(708,807)	(423,984)
	<u>(11,793,403)</u>	<u>(9,143,201)</u>	<u>(3,209,965)</u>
NET CURRENT ASSET POSITION	36,150,086	34,682,451	57,869,885
Less: Cash - Reserves - Restricted	(28,464,923)	(28,279,955)	(28,367,135)
Less: Cash - Unspent Grants - Restricted	0	0	0
Adjustment for Trust Transactions Within Muni	0	0	0
Add Back : Component of Leave Liability not Required to be Funded	1,098,506	1,269,649	1,269,649
Add Back : Current Loan Liability	628	708,807	423,984
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>8,784,297</u>	<u>8,380,952</u>	<u>31,196,383</u>
Investment Account Balance			
	\$		
Restricted Cash Reserve **	23,535,606		
Muni Business Cash Reserve *	20,000,000		

SHIRE OF ASHBURTON
FOR THE PERIOD 1 JULY 2015 TO 30 NOVEMBER 2015
Report on Significant variances Greater than 10% and \$20,000

Purpose

The purpose of the Monthly Variance Report is to highlight circumstances where there is a major variance from the YTD Monthly Budget and YTD

The Materiality variances adopted by Council are:

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

REPORTABLE OPERATING REVENUE VARIATIONS
--

Governance - Variance below budget expectations

The first instalment of Rio Tinto Partnership Agreement funding for Tom Price Town Site Revitalisation Program expected in July 16/17 was received ahead of schedule in June 15/16 instead. The second instalment has been received in October.

General Purpose Funding - Variance below budget expectations

The second payment of the General Purpose Grant was received in November, as month behind schedule.

Education & Welfare - Variance below budget expectations

The funding expected from Royalties for Regions for the Paraburdoo Childcare will be claimed in January due to some final carpark works in December.

Housing - Variance below budget expectations

Internal accommodation charges for the Onslow transit houses are lower than expected.

Community Amenities - Variance above budget expectations

Annual domestic waste charges were levied in full in the month of August.
 Most commercial waste collection fees were received ahead of the monthly phased budget.
 RTIO partnership funding for cultural activities received ahead of budget schedule.

Recreation and Culture - Variance below budget expectations

The first claim on RTIO funds for the Paraburdoo CHUB was lower than budgeted. Claims will increase as the project progresses.
 BHP funding for the Onslow multi-purpose courts has not yet been received.

Economic Services - Variance below budget expectations.

Chevron funding for Pilbara Underground Power Project has not been received yet as the project is only scheduled to commence in December.
 Onslow Airport Camp rental income has been lower than expected thus far in the year.

Other Property and Services - Variance below budget expectations

No insurance claims made for plant equipment thus far.
 Fuel rebate processed a month behind the budget schedule.

REPORTABLE OPERATING EXPENSE VARIATIONS
--

Governance - Variance below budget expectations

Legal expenses are low but have caught up to the budget schedule in November. Consultancy Costs will pick up upon commencement of the Strategic Community Review.

General Purpose Funding - Variance above budget expectations

Legal expenses are higher than expected at this point in the year due to debt collection rates.

Law, Order & Public Safety - Variance below budget expectations

Cyclone preparation will pick up closer to cyclone season. Salaries are low due to Paraburdoo Ranger vacancy.

Health - Variance below budget expectations

Consultant expenses running behind budget schedule, but will be expended on Public Health Plan by the end of Financial Year.

Education and Welfare - Variance below budget expectations

Maintenance costs for the Paraburdoo Childcare Centre lower than budgeted due to newly constructed building.
 Spending on youth programs will pick up in later months.

Housing - Variance above budget expectations

Housing maintenance costs were lower than expected.

Community Amenities - Variance below budget expectations

Waste transportation costs fluctuate due to the variation in the number of collections required each quarter.
 Salaries are below budget due to delay in recruitment of community staff.

Recreation & Culture - Variance below budget expectations

SHIRE OF ASHBURTON
FOR THE PERIOD 1 JULY 2015 TO 30 NOVEMBER 2015
Report on Significant variances Greater than 10% and \$20,000

Variance mainly attributed by delay in recruitment of new pool staff.
 Donations to Community Groups are below budget expectations.

Economic Services - Variance below budget expectations

Spending on Tourism and Area promotion low due to unsuccessful grant applications with Tourism WA.
 Info Bay project on hold pending the outcome of PDC grants.

Depreciation on Assets - Variance below budget expectations

Depreciation run for all assets on hold till Fair Value work on Infrastructure Assets is finalised for previous financial year.

REPORTABLE CAPITAL EXPENSE VARIATIONS

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

Onslow Mixed Business funds are being held subject to settlement of the contract of sale.
 RFQ documents being prepared to progress development of Boonderoo Subdivision/Survey.

Purchase of Land & Buildings - Variance below budget expectations.

Paraburdoo Childcare Centre running behind budget schedule, to be completed in December.
 Tom Price Admin building renovations paused until further determination.
 Onslow Shire Complex renovations behind budget schedule.

Purchase of Furniture & Equipment - Variance below budget expectations.

The Server Upgrade cost less than expected.

Purchase of Plant & Equipment - Variance below budget expectations.

The plant replacement program to commence in October, behind budget schedule.

Purchase of Infrastructure Assets Roads - Variance below budget expectations.

Road re-sheeting works are scheduled to commence in February, behind budget schedule.

Purchases of Footpaths - Variance below budget expectations

Footpath works to occur in February

Purchases of Drainage - Variance below budget expectations.

Drainage works scheduled to commence in February, behind budget schedule.

Purchase of Aerodromes - Variance below budget expectations.

Works on Landside Facilities have commenced and expenditure should catch up to budget timelines.

Purchases of Parks & Recreation Assets - Variance above budget expectations.

Onslow MPC Courts running behind schedule, additional works scoped and quotes received.
 Onslow Skate Park is running behind budget, but is scheduled to be completed by December.
 Playground upgrade at Onslow Oval to commence in February, behind budget phasing.

Purchases of Town Infrastructure - Variance below budget expectations.

Onslow Underground Power project scheduled to commence in December, behind budget schedule.

Purchases of Waste Infrastructure - Variance below budget expectations.

The Tom Price weighbridge is scheduled to commence in November.
 Onslow Tip Closure works scheduled to commence in February.
 Onslow Transfer Station works scheduled to commence in October.

REPORTABLE CAPITAL INCOME VARIATIONS

Proceeds from Disposal of Assets - Variance above expectations.

Road Plant vehicles sold ahead of budget schedule.

Proceeds from New Debentures - Variance below expectations.

Acquisitions of Assets

Capital Expenditure Progress Report at 31 October 2016

GL	Job	Description	Original Budget	Current Budget	Budget YTD	Spending YTD
GOVERNANCE & EXECUTIVE SERVICES						
Staff Housing						
097803	BC099	BUDGET ONLY Staff Housing - Security Improvements - All Hou:	992,153.00	992,153.00	248,038.00	0.00
097803	BC213	CAP - 178 Cassia St Tom Price	0.00	0.00	0.00	17,068.42
097800	BN144	New Staff Housing Onslow	1,346,000.00	1,346,000.00	336,500.00	1,053.20
097800	BN145	New Staff Housing Tom Price	1,000,000.00	1,000,000.00	0.00	1,151.60
			3,338,153.00	3,338,153.00	584,538.00	31,598.22
Visitors Centre - Tom Price						
134851		Asset Expansion/Upgrade Visitors Cente Tom Price Furntiure & E	3,500.00	3,500.00	1,168.00	0.00
			3,500.00	3,500.00	1,168.00	0.00
Tourism & Area Promotion Eastern Sector						
134854	15150	Paraburadoo - Upgrade Visitor Info Bay Camp Rd	98,000.00	98,000.00	98,000.00	0.00
134854	15151	Upgrade Tourist Info Bay Signage	250,000.00	250,000.00	83,300.00	0.00
			348,000.00	348,000.00	181,300.00	0.00
Tourism & Area Promotion Onslow						
135010	C610	Onslow Visitors Centre & Museum Signage	28,000.00	28,000.00	28,000.00	147.27
			28,000.00	28,000.00	28,000.00	147.27
Museums						
114619	BC410	CAP - Building Prog Onslow Museum	44,105.00	44,105.00	14,696.00	0.00
			44,105.00	44,105.00	14,696.00	0.00
		Total	3,761,758.00	3,761,758.00	809,702.00	31,745.49
COMMUNITY DEVELOPMENT						
Care of Families & Children						
080300	BN455	Paraburadoo Child Care	620,000.00	620,000.00	620,000.00	293,153.23
			620,000.00	620,000.00	620,000.00	293,153.23
Public Halls - Civic Centre, Pavilion						
117324	17031	Paraburadoo Ashburton Hall - Safety Rails	3,000.00	3,000.00	1,000.00	3,450.00
117325	17025	Paraburadoo Ashburton Hall - Safety Rails	25,000.00	25,000.00	8,332.00	0.00
			28,000.00	28,000.00	9,332.00	3,450.00
Swimming Pool - Tom Price						
112734	17002	Retiling of Raised Beams Vic Hayton Swimming Pool	70,000.00	70,000.00	0.00	0.00
112734	17015	Start Blocks Vic Hayton Swimming Pool	20,000.00	20,000.00	0.00	0.00
113308	17010	Playground Floor Covering - Vic Hayton Pool	52,000.00	52,000.00	17,328.00	0.00
113309	C1607	Lightening Protection Pool area	20,000.00	20,000.00	20,000.00	0.00
			162,000.00	162,000.00	37,328.00	0.00
Foreshore Areas - Onslow						
112861	17040	Pontoon	500,000.00	500,000.00	0.00	0.00
112862	C012	Ian Blair Boardwalk Onslow - Refurbishment	730,000.00	730,000.00	0.00	12,991.02
			1,230,000.00	1,230,000.00	0.00	12,991.02
Swimming Pool - Paraburadoo						
112735	17022	Wet Deck Quentin Broad Swimming Pool	20,000.00	20,000.00	6,664.00	0.00
113320	17033	Procal Dry Chlorine System	14,000.00	49,200.00	4,664.00	12,727.27
113325	C1603	Lighting Protection works	50,000.00	50,000.00	16,660.00	9,520.00
			84,000.00	119,200.00	27,988.00	22,247.27
Onslow MPC						
110364	17030	Upgrade MPC (Emergency Evacuation Centre)	55,000.00	55,000.00	55,000.00	0.00
			55,000.00	55,000.00	55,000.00	0.00
Other Recreation & Sport						
112763	17014	Paraburadoo Hospital Street Verge Improvement	10,000.00	10,000.00	3,332.00	0.00
112784	17035	Scrubber Dryer for MPC	7,475.00	7,475.00	2,492.00	6,954.15
113235	17013	Water Chiller - Paraburadoo Oval	15,000.00	15,000.00	5,000.00	0.00
113230	17039	Building Compliance Assistance on Leased Reserves	150,000.00	150,000.00	49,980.00	41,587.27
113239	17012	Scoreboard - Paraburadoo Indoor Cricket Nets	5,000.00	5,000.00	1,664.00	2,295.00
113239	C1650	Install water filtration systems (all facilities)	25,000.00	25,000.00	25,000.00	0.00
			212,475.00	212,475.00	87,468.00	50,836.42

Acquisitions of Assets

Capital Expenditure Progress Report at 31 October 2016

GL	Job	Description	Original Budget	Current Budget	Budget YTD	Spending YTD
Other Community Amenities						
100030	C069	Purchase Portable PA System	40,000.00	40,000.00	40,000.00	0.00
102541	17036	Town Entry Statement - Tom Price	10,000.00	10,000.00	3,332.00	0.00
			50,000.00	50,000.00	43,332.00	0.00
Swimming Pool - Onslow						
117651	15024	Onslow Swimming Pool Construction	6,577,000.00	6,577,000.00	1,644,250.00	1,649,818.15
			6,577,000.00	6,577,000.00	1,644,250.00	1,649,818.15
Onslow Sports Club						
113259		Asset Renewal Buildings Onslow Sports Club	500,000.00	500,000.00	125,000.00	0.00
			500,000.00	500,000.00	125,000.00	0.00
Paraburdoo Chubb						
113236	BN376	Business Case - Paraburdoo Chubb	100,000.00	100,000.00	25,000.00	0.00
113236	BN378	Construction	13,820,000.00	13,820,000.00	3,455,000.00	0.00
113236	BN379	Professional Fees	600,000.00	600,000.00	150,000.00	0.00
			14,520,000.00	14,520,000.00	3,630,000.00	0.00
Parks and Ovals						
112746	17008	CCTV - Paraburdoo Skate Park	30,000.00	30,000.00	9,996.00	150.00
112746	17011	Lighting - Nature Playground	5,000.00	5,000.00	0.00	0.00
112746	17042	Pannawonica Infrastructure Libaray Sign, Bike Rack(library) Gaze	85,000.00	85,000.00	0.00	0.00
112746	C078	Skate Park Onslow (New)	1,250,000.00	1,250,000.00	850,000.00	460,475.31
112746	C079	Basketball Courts Onslow (New)	565,000.00	565,000.00	565,000.00	41,938.83
112748	17020	Replace fencing Paraburdoo top oval	31,000.00	31,000.00	10,328.00	0.00
112748	C1613	Replace Existing Playground (Tjiluna Oval)	61,000.00	61,000.00	0.00	0.00
112749	15230	Onslow Playground @ Oval	313,000.00	313,000.00	104,292.00	0.00
112749	17021	Onslow Solar Lights	14,400.00	14,400.00	4,800.00	0.00
112761	C1617	Playground Audit Repairs	20,000.00	20,000.00	6,664.00	0.00
112745	15128	Paraburdoo Peter Sutherland Oval - Upgrade Electrical Panels	170,000.00	170,000.00	42,500.00	0.00
			2,544,400.00	2,544,400.00	1,593,580.00	502,564.14
Library - Tom Price						
114133	BC390	CAP - Library Building	15,000.00	15,000.00	5,000.00	0.00
			15,000.00	15,000.00	5,000.00	0.00
Library - Paraburdoo						
113838	BC400	CAP - Library Building	15,000.00	15,000.00	5,000.00	1,902.29
			15,000.00	15,000.00	5,000.00	1,902.29
Library - Pannawonica						
114368	BC405	CAP Library Building	15,000.00	15,000.00	5,000.00	0.00
			15,000.00	15,000.00	5,000.00	0.00
Aged Care						
092268	BC299	CAP - Renovations - Senior Citizens Units	100,000.00	100,000.00	33,320.00	0.00
			100,000.00	100,000.00	33,320.00	0.00
Total			26,727,875.00	26,763,075.00	7,921,598.00	2,536,962.52

CORPORATE SERVICES

Administration General - Tom Price & Paraburdoo						
045968		Renovations - Tom Price Office	350,000.00	350,000.00	200,000.00	0.00
			350,000.00	350,000.00	200,000.00	0.00
Administration General - Onslow						
040376	BN100	Onslow Admin Complex Construction	1,855,000.00	1,320,790.00	1,320,790.00	617,940.91
040376	BN101	Planning & Design costs	0.00	150,000.00	150,000.00	7,710.47
040376	BN103	Furniture & Equipment	0.00	364,210.00	364,210.00	29,017.35
040376	BN104	Event	0.00	20,000.00	20,000.00	0.00
			1,855,000.00	1,855,000.00	1,855,000.00	654,668.73
Information Technology						
040466	17028	Branch Repeaters	300,000.00	300,000.00	0.00	0.00
040466	17029	AIMS (Sharepoint) Upgrade	100,000.00	100,000.00	0.00	0.00
042464		Computer Equipment	366,000.00	366,000.00	366,000.00	260,696.10
			766,000.00	766,000.00	366,000.00	260,696.10
Cemeteries						
100100		Onslow Cemetery Upgrade	14,000.00	14,000.00	14,000.00	0.00
			14,000.00	14,000.00	14,000.00	0.00
Total			2,985,000.00	2,985,000.00	2,435,000.00	915,364.83

DEVELOPMENT & REGULATORY SERVICES

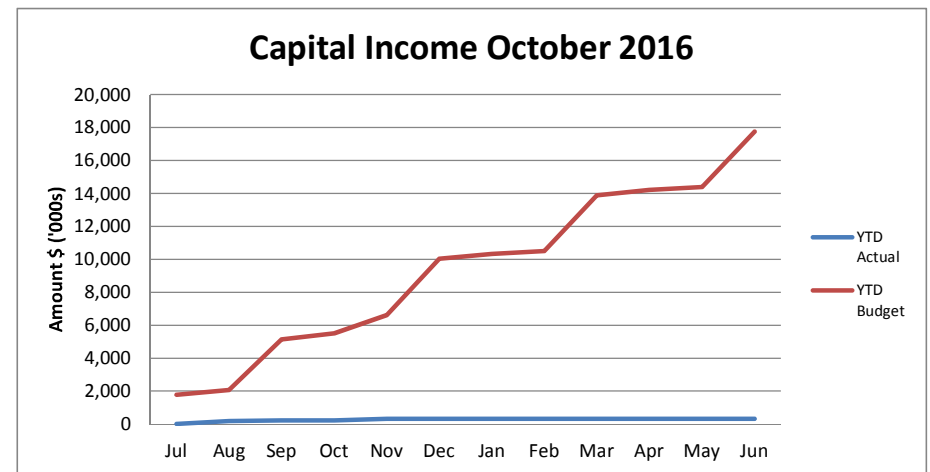
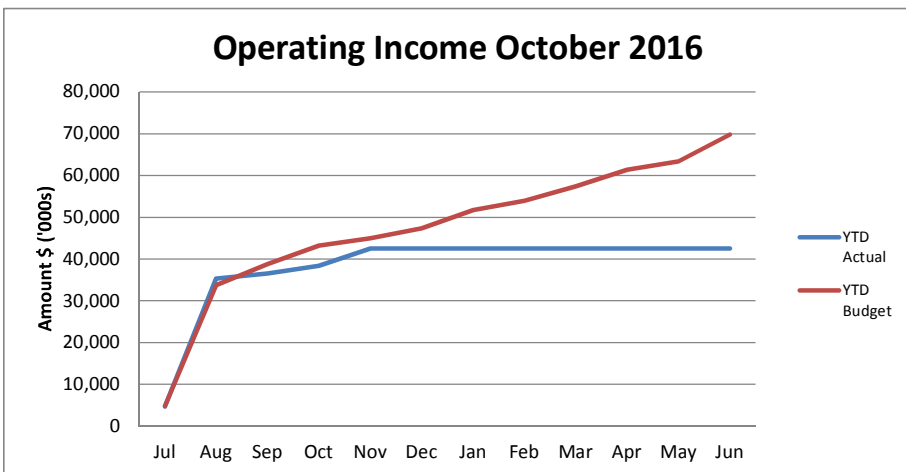
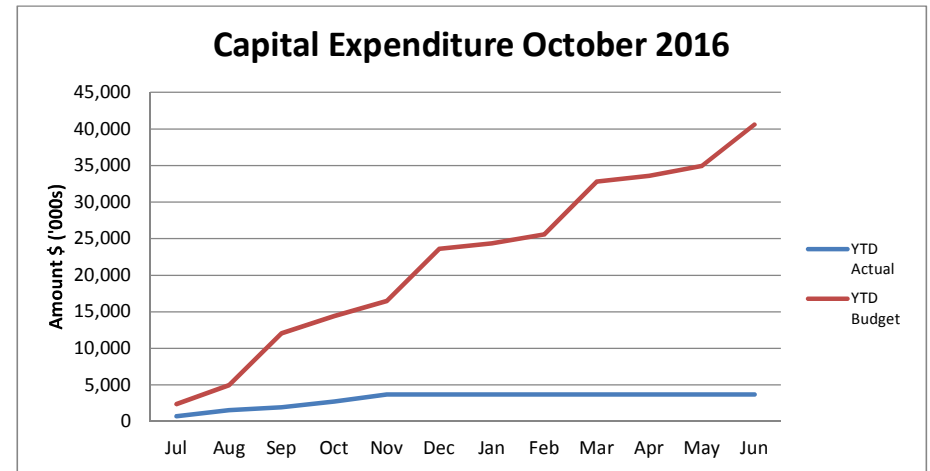
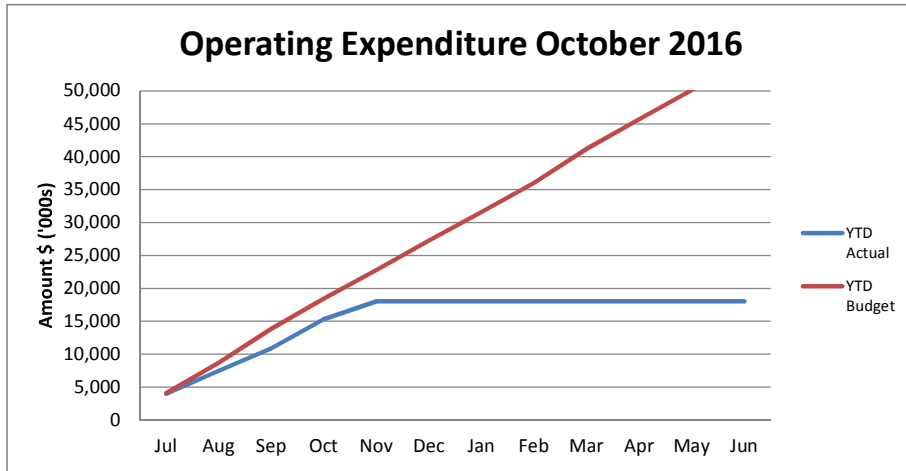
Ranger Services - Onslow/Pannawonica						
051755		Upgrade - Onslow Dog Pound	20,000.00	20,000.00	6,664.00	0.00
			20,000.00	20,000.00	6,664.00	0.00
Total			20,000.00	20,000.00	6,664.00	0.00

Acquisitions of Assets

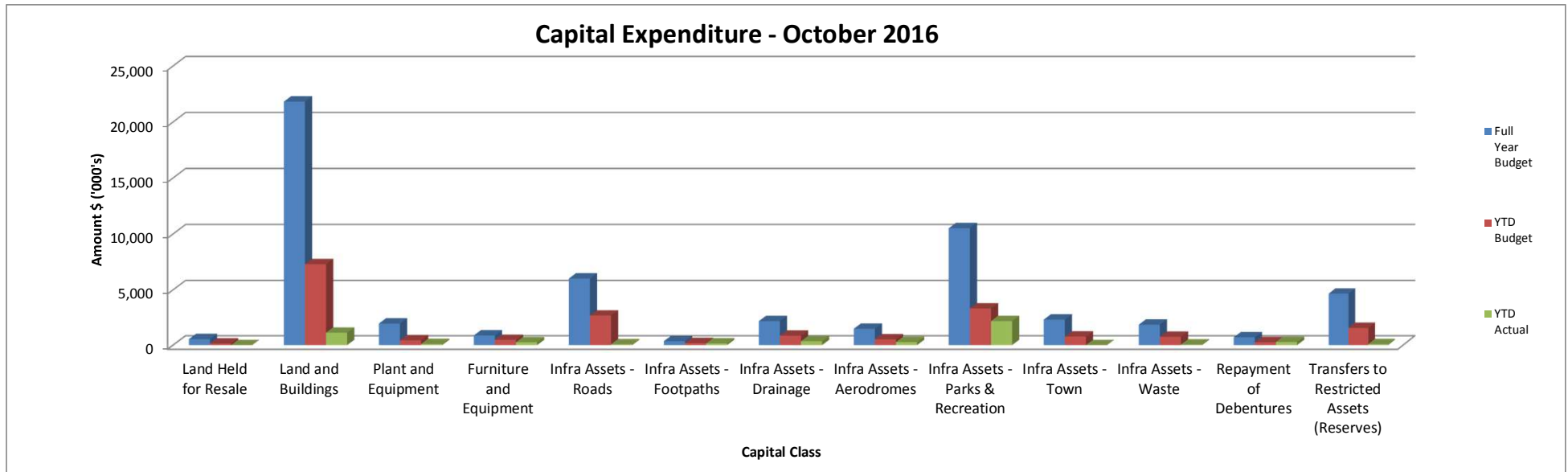
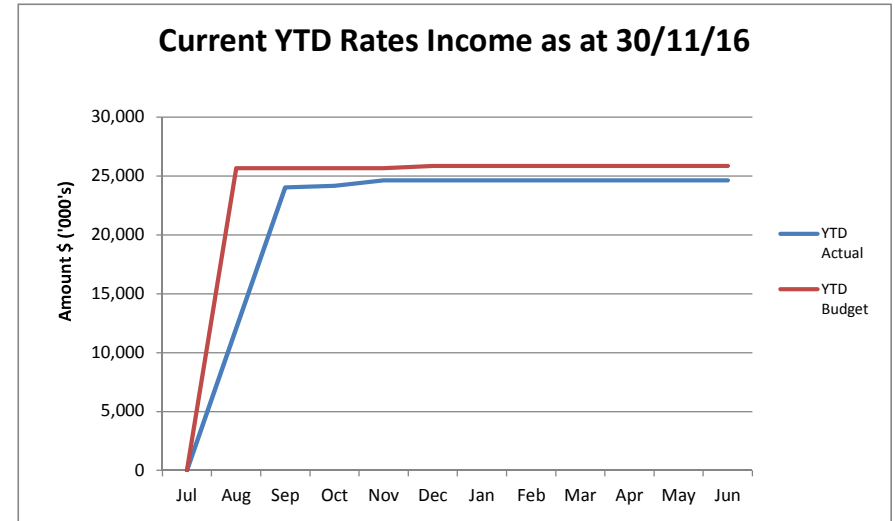
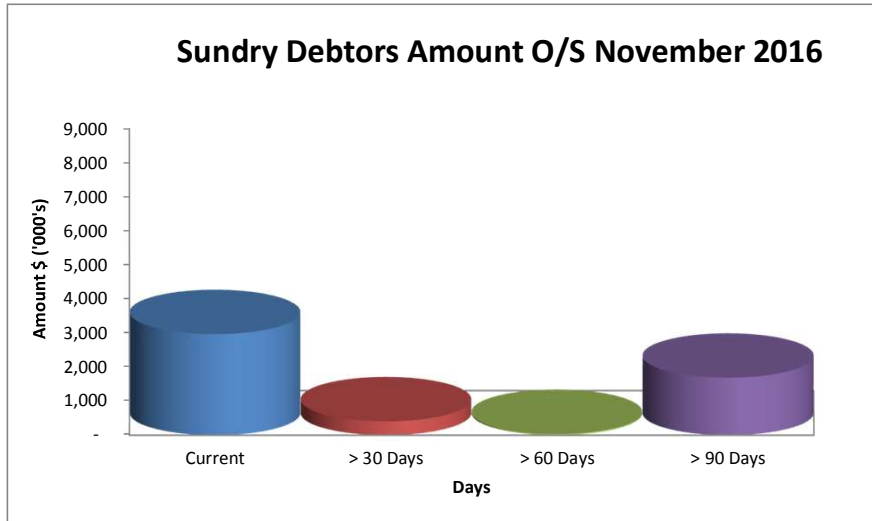
Capital Expenditure Progress Report at 31 October 2016

GL	Job	Description	Original Budget	Current Budget	Budget YTD	Spending YTD
STRATEGIC & ECONOMIC DEVELOPMENT						
Ocean View Caravan Park						
134255	BE438	Ocean View Caravan Park Upgrade	105,000.00	105,000.00	105,000.00	72,582.43
			105,000.00	105,000.00	105,000.00	72,582.43
Tom Price Industrial Land Development						
140154	W657	Boonderoo Subdivision/Survey expenses - Lot 308	115,000.00	115,000.00	0.00	0.00
140154	W658	Boonderoo Subdivision/Survey expenses - Lot 350	55,000.00	55,000.00	18,328.00	0.00
140154	15190	Tom Price Industrial Land - Planning	150,000.00	150,000.00	49,980.00	0.00
			320,000.00	320,000.00	68,308.00	0.00
Tom Price Residential Land Development						
Onslow Mixed Business Development						
147312		Subdivision Surveying & Plans	25,000.00	25,000.00	8,328.00	0.00
147315		Design & Plan Expenses	25,000.00	25,000.00	8,328.00	0.00
147318		Services Installation - Onslow Mixed Business Land	170,000.00	170,000.00	56,644.00	0.00
			220,000.00	220,000.00	73,300.00	0.00
Major Projects						
100085	C1618	Time Lapse Camera	0.01	5,000.00	1,668.00	0.00
130001		Pilbara Underground Power Project (PUPP) - Onslow	2,300,000.00	2,300,000.00	766,360.00	0.00
			2,300,000.01	2,305,000.00	768,028.00	0.00
Total			2,945,000.01	2,950,000.00	1,014,636.00	72,555.88
INFRASTRUCTURE SERVICES						
Depots						
127381	17034	Depot Boomgates	100,000.00	100,000.00	0.00	150.00
			100,000.00	100,000.00	0.00	29,398.38
Road Plant Purchases						
124954		Plant & Equipment Capital Expenditure	839,000.00	839,000.00	209,750.00	23,693.74
124964		Motor Vehicle	640,500.00	640,500.00	160,125.00	52,658.15
124956		Asset New Plant Plant & Equipment	120,000.00	270,000.00	30,000.00	0.00
			1,599,500.00	1,749,500.00	399,875.00	76,351.89
Parking Facilities						
124785	C1610	Shire Administration Carpark Upgrade	50,000.00	50,000.00	50,000.00	19,195.22
			50,000.00	50,000.00	50,000.00	19,195.22
Onslow Airport						
120014	C403	Terminal Construction	10,000.00	10,000.00	3,332.00	0.00
120014	C410	Landside Facilities - PIP 3B	650,000.00	650,000.00	500,000.00	273,051.97
120016	15203	Onslow Aripport - General Aviation Lease Area Preparation	20,000.00	20,000.00	6,664.00	3,777.57
120016	15206	Onslow Airport Drainage Improvement	50,000.00	50,000.00	16,660.00	0.00
120017		Airport Hanger	0.00	750,000.00	0.00	0.00
			730,000.00	1,480,000.00	526,656.00	276,829.54
Urban Stormwater Drainage						
124470	17027	CAPEX Drainage LTFP	1,000,000.00	1,000,000.00	250,000.00	0.00
124470	C150	Works Prog Drainage First St Onslow (Capital)	200,000.00	200,000.00	66,640.00	4,625.75
124470	C156	Works Prog Tom Price Urban Drainage	153,000.00	153,000.00	50,980.00	781.77
124470	C1655	Works Prog Drainage Shanks Rd Onslow	500,000.00	500,000.00	166,600.00	10,178.18
124470	GE090	Storm water Drainage Renewal Paraburdoo (CLGF)	317,000.00	317,000.00	317,000.00	336,765.26
			2,170,000.00	2,170,000.00	851,220.00	352,350.96
Construction Streets, Roads, Bridges, Depots						
124441	C225	Construction of Cattle Grids	70,000.00	70,000.00	23,324.00	0.00
124450	17006	Shade Structures - Parraburdoo Shopping Carpark	90,000.00	90,000.00	0.00	0.00
124450	C1611	Stadium Road Upgrade - Tom Price	750,000.00	750,000.00	0.00	0.00
124460	17005	Tom Price Admin Carpark & Depot Carpark - Reseal	16,654.00	16,654.00	0.00	0.00
124460	17007	Kerb Replacement Program	191,661.00	191,661.00	47,915.00	0.00
124460	C208	Reseals	400,000.00	400,000.00	133,280.00	49.09
124460	C211	Roebourne - Wittenoom Rd Resheet	2,280,430.00	2,280,430.00	1,710,300.00	53,029.48
124461	15204	BUDGET ONLY Road Resheeting	1,495,000.00	1,495,000.00	498,136.00	0.00
			5,293,745.00	5,293,745.00	2,412,955.00	53,078.57
Sanitation - General Refuse						
100038	C1608	Waste Management Accounting System	60,000.00	60,000.00	60,000.00	150.00
100039	17037	Alternate Daily Cover Paraburdoo	150,000.00	0.00	0.00	0.00
100039	17038	Storage Shed (Onslow & Paraburdoo)	60,000.00	60,000.00	0.00	150.00
100039	C004	New Waste Management Facility	47,000.00	47,000.00	15,660.00	46,848.21
100041	C003	Works Prog Onslow Refuse Transfer Station	429,000.00	429,000.00	142,944.00	1,920.00
100041	C005	Tom Price Landfill Wash Down Bay	125,500.00	125,500.00	31,375.00	0.00
100041	C006	Tom Price Weighbridge	250,000.00	250,000.00	250,000.00	1,336.00
100063	C065	Onslow Tip Closure	940,000.00	940,000.00	313,208.00	2,277.00
			2,061,500.00	1,911,500.00	813,187.00	52,681.21
Footpaths						
124530	C099	BUDGET ONLY - Asset New Footpaths	100,000.00	100,000.00	33,320.00	0.00
124530	C103	Works Prog Tom Price Footpaths (Capital)	52,500.00	52,500.00	52,500.00	52,775.32
124530	C107	Works Program Onslow Footpath Construction	47,500.00	47,500.00	47,500.00	45,344.00
124530	C104	Works Prog Paraburdoo Footpaths (Capital)	54,000.00	54,000.00	54,000.00	53,125.20
124681		Asset Renewal Footpaths INFRASTRUCTURE ASSETS - FOO	100,000.00	100,000.00	0.00	0.00
			354,000.00	354,000.00	187,320.00	151,244.52
Total			12,358,745.00	13,108,745.00	5,241,213.00	1,011,130.29
Total YTD Capital Expenditure at 31 October 2016						
			48,798,378.01	49,588,578.00	17,428,813.00	4,567,759.01

Income and Expenditure Graphs



Other Graphs



Reserve Movements as at: 31/10/2016

CASH BACK RESERVES	YTD ACTUAL					BUDGET				
	Opening Balance (\$)	Interest Earned	Amount Set Aside / Transfer To Reserve	Amount Used / Transfer from Reserve	Ending balance (\$)	Opening Balance (\$)	Interest Earned	Amount Set Aside / Transfer To Reserve	Amount Used / Transfer from Reserve	Ending balance (\$)
Employee Entitlement Reserve	327,314	1,052			328,366	327,314	2,896	4,327		334,537
Plant Replacement Reserve	26,110	84			26,194	26,110	231	346		26,687
Infrastructure Reserve	5,019,130	9,386			5,028,516	5,019,130	58,956			5,078,086
Senior Citizens Units			0		-100,000			-100,000		
Onslow Tip Closure			0		-940,000			-940,000		
Upgrade to MPC			0		-55,000			-55,000		
Replace Playground Tjiluna Oval			0		-61,000			-61,000		
Paraburdoo Community Hubb			0		-2,000,000			-2,000,000		
Retiling Vic Hayton Swimming Pool			0		-70,000			-70,000		
				5,028,516					1,852,086	
Housing Reserve	901,919	3,629			905,548	901,919	18,203			920,122
Onslow Staff Housing			0		0			-903,000	-903,000	
				905,548					17,122	
Onslow Community Infrastructure Reserve	185,309	595			185,904	185,309	1,645			186,954
Property Development Reserve	2,739,447	11,785			2,751,232	2,739,447	66,175			2,805,622
Onslow Caravan Park			0		0			-105,000	-105,000	
Tom Price Industrial Land Development			0		0			-320,000	-320,000	
Onslow Mixed Business Development			0		0			-220,000	-220,000	
				2,751,232					2,160,622	
Unspent Grants & Contributions Reserve	7,513,968	17,571			7,531,539	7,513,968	29,478			7,543,446
Aboriginal Health (c/f from 15/16)			0		0			-148,301	-148,301	
Youth Services Western (c/f from 15/16)			0		0			-36,496	-36,496	
Town Planning (c/f from 15/16)			0		0			-206,024	-206,024	
Community Development (c/f from 15/16)			0		0			-7,408	-7,408	
Storm Water Drainage			0		0			-817,000	-817,000	
Cultural Activities West (c/f from 15/16)			0		0			-126,687	-126,687	
Paraburdoo Community Hubb			0		0			-5,000,000	-5,000,000	
Onslow Swimming Pool			0		0			-1,030,020	-1,030,020	
Roads Maintenance			0		0			-123,800	-123,800	
Strategic & Economic Development			0		0			-50,000	-50,000	
Club Development (c/f from 15/16)			0		0			-32,283	-32,283	
								7,531,539		
Onslow Administration Building Reserve	0	0	0	0	0	49,917	0	0	49,917	
RIO Tinto Partnership Reserve	2,135,883	5,851			2,141,734	2,135,883	27,504			2,163,387
Paraburdoo Community Hub			0		0			-120,000	-120,000	
Rio Partnership Management			0		0			161,989	161,989	
				2,141,734					2,205,376	
Onslow Aerodrome Reserve	6,178,151	20,499			6,198,650	6,178,151	26,896			6,205,047
Onslow Airport income			0		0			2,843,271	2,843,271	
				6,198,650					9,048,318	
Future Projects Reserve	3,252,725	16,727			3,269,452	3,252,725	38,099			3,290,824
Onslow Staff Housing			0		0			-1,000,000	-1,000,000	
Paraburdoo Community Hub			0		0			-1,400,000	-1,400,000	
Pilbara Underground Power			0		0			-300,000	-300,000	
Onslow Airport income			0		0			1,500,000	1,500,000	
				3,269,452					2,090,824	
TOTAL	28,279,956	69,608	0	0	28,367,135	28,279,956	320,000	4,509,933	-15,172,019	17,937,870

LIST OF PAYMENTS FOR NOVEMBER 2016

Municipal Payments

Chq/EFT	Date	Name	Description	Amount
EFT36641	03-11-2016	ABCO PRODUCTS	Equipment Part	27.64
EFT36642	03-11-2016	ANITTEL PTY LTD	Computer Screen and accessories	1,375.12
EFT36643	03-11-2016	ANTHONY GIMONDO	Reimbursement for HR licence upgrade	72.50
EFT36644	03-11-2016	BARACUS	Rates refund for Assessment	126.68
EFT36645	03-11-2016	BEADON BAY RESORT	Catering for AEC Meeting 05/10/16	150.00
EFT36646	03-11-2016	BENICO GROUP	Repair and maintenance works - Tom Price/Paraburdo	18,591.91
EFT36647	03-11-2016	BJ & A BUILDING & MAINTENANCE	Replace ceiling in small room in work shop at Tom Price Depot	1,863.40
EFT36648	03-11-2016	BLACKWOODS PTY LTD	Purchase of hardware items	44.00
EFT36650	03-11-2016	CABCHARGE AUSTRALIA	Shire Taxi fares	941.08
EFT36651	03-11-2016	CENTURION TRANSPORT CO PTY LTD	Delivery charges	201.15
EFT36652	03-11-2016	CHLOE STEVENSON	Fuel for SOA Vehicle AS8785	155.49
EFT36653	03-11-2016	COLIN MUNRO	Staff Housing - Rent for 579/6B Hedditich Street Onslow for period 30.09.16 - 24.11.16 (arrears payment included)	11,200.00
EFT36654	03-11-2016	COLLINS BOOKSELLER SOUTHLANDS	Purchase of new stock for the Paraburdo and Tom Price Library	166.52
EFT36655	03-11-2016	CRAWFORD REALTY	Staff housing - Rent for period 31.10.16 - 13.11.16	1,000.00
EFT36656	03-11-2016	DAVID FORREST	3 Gala ticket refunds	75.00
EFT36657	03-11-2016	DREAMS	Supply and installation of tactile, nosing, concrete slab, noise enclosure, rotary clothes line, conduit cover & mounting blocks at Ocean View Caravan Park	7,425.00
EFT36658	03-11-2016	DREAM CATCHA PRODUCTIONS	Tom Price - Community Sundowner Event - AV and Stage	2,454.00
EFT36659	03-11-2016	ESS THANLANYJI P/L	Meals for Peter Bracegridle with accommodation	40.26
EFT36660	03-11-2016	EXPRESS REMOVALS	Additional cost for boxes for Relocation of Pool Duty Manager - Paraburdo	380.00
EFT36661	03-11-2016	GUMALA CONTRACTING	Rubbish removal at Wakathuni and Bellary (including mobilisation/demobilisation) and hire of equipment and labour/operators	4,796.00
EFT36662	03-11-2016	HAMERSLEY IRON PTY LTD	Rates refund for Assessments	1,720.76
EFT36663	03-11-2016	HITACHI LTD	Machinery Repairs - Parts	136.77
EFT36664	03-11-2016	INITIAL HYGIENE / PINK HYGIENE SOLUTIONS	Hygiene Services for Shire Facilities 28.11.16 - 27.12.16	2,592.39
EFT36665	03-11-2016	ISLAND VIEW CAFE ONSLOW	Morning Tea for 20 people at Island View Cafe	490.00
EFT36666	03-11-2016	J BLACKWOOD & SON PTY LTD	Staff PPE - Hats	291.00
EFT36667	03-11-2016	KEITH PEARSON	Consultancy Fees for the Month of September 2016	4,283.40
EFT36668	03-11-2016	KHB MOBILE MECHANICAL PTY LTD	Machinery Repairs and maintenance	803.44
EFT36669	03-11-2016	MERCURE HOTEL PERTH	Accommodation for Cr Lorraine Thomas to attend the Museums Australian WA State Conference 12th-14th October 2016 in Perth 11.10.16 - 15.10.16	888.00
EFT36670	03-11-2016	MICHAEL DUNNE	Monthly gardening for October and Bleeding of Chickens for Pannawonica	471.00
EFT36671	03-11-2016	MODERN TEACHING AIDS PTY LTD	Items for Paraburdo Library	193.49
EFT36672	03-11-2016	MARAMA RAWIRI	Refund of liquor licence	27.00
EFT36673	03-11-2016	NORTHERN STAR RESOURCES PTY LTD	Rates refund for Assessments	6,870.27
EFT36674	03-11-2016	NORWEST REFRIGERATION SERVICES	Repair Air conditioner in Records Office - Tom Price Administration Building	561.50

LIST OF PAYMENTS FOR NOVEMBER 2016

EFT36675	03-11-2016	OFFICE CHOICE MALAGA	Stationery for Paraburdo Library	104.94
EFT36676	03-11-2016	ONSLow GENERAL STORE	Consumables/supplies for Onslow	115.96
EFT36677	03-11-2016	ONSLow LAUNDRY SERVICE	Laundry service for the month of October 2016 Ocean View Caravan Park, Onslow	643.17
EFT36678	03-11-2016	ONSLow TOURISM & PROGRESS ASSN	Supply 3 copies of the Onslow Pipeline each month from 1st July 2016 - 30th June 2017	72.00
EFT36679	03-11-2016	PA & D T/A STANLEY AMUSEMENTS	Purchase of Frosty Boy Soft Serve Ice Cream Machine for the Tom Price Pool	4,900.00
EFT36680	03-11-2016	PAINT INDUSTRIES PTY LTD	Runway marking paint - Onslow Airport	211.10
EFT36681	03-11-2016	PARABURDOO IGA	Consumables/Supplies for Paraburdo and Tom Price	506.18
EFT36682	03-11-2016	PATTAMAWAN KWANTHUM	Photos for Mental Health Week in Pannawonica - 10th October 2016	120.00
EFT36683	03-11-2016	PILBARA BIN SERVICES	Supply, hire, mobilise, demobilise 12 skip bins for Wakathuni Community	9,999.00
EFT36684	03-11-2016	PILBARA CLEANING	Monthly Garden Maintenance for Shire properties for October 2016	1,188.00
EFT36685	03-11-2016	PILBARA FOOD SERVICES	Purchase of Supplies/Consumables for Tom Price	167.00
EFT36686	03-11-2016	PILBARA PROPERTY SERVICES	Grass slashing and tidy up at Paraburdo Landfill	500.00
EFT36687	03-11-2016	PROGRAMMED SKILLED WORKFORCE	Paraburdo Cleaner for period ending 15.10.16	576.43
EFT36688	03-11-2016	REDBACKS MENS SOFTBALL CLUB	Small Assistance Donation towards the cost of venue hire fees, uniforms and equipment for the 2016/17 season	500.00
EFT36689	03-11-2016	ROBE RIVER MINING CO PTY LTD	Rates refund for Assessment	917.40
EFT36690	03-11-2016	ROYAL LIFE SAVING SOCIETY - WA	Rescue/First aid Supplies for Paraburdo Pool	789.40
EFT36691	03-11-2016	SETON AUSTRALIA	SDS Storage Boxes and SDS Binders	2,753.96
EFT36692	03-11-2016	SQUASH MAGIC CO	Inflatable sports sessions, Mental Health Week Pannawonica	960.00
EFT36693	03-11-2016	ST JOHN AMBULANCE - ONSLOW	Small Assistance Donation towards the cost of First Aid Kits and a Training Defibrillator	500.00
EFT36694	03-11-2016	STATE RESOURCES PTY LTD	Rates refund for Assessment	139.35
EFT36695	03-11-2016	STIHL SHOP MORLEY	Machinery repairs	319.80
EFT36696	03-11-2016	TELSTRA	New Development for Onslow Aquatic - Lot 643 McRae Place Onslow	11,122.64
EFT36697	03-11-2016	THALANYJI SERVICE STATIONS	Fuel purchases for Onslow	1,157.21
EFT36698	03-11-2016	THE VAULT	Catering for PMG Meeting 1st November 2016 for 5 people- Paraburdo	147.50
EFT36699	03-11-2016	TOLL IPEC PTY LTD	Freight charges	1,924.49
EFT36700	03-11-2016	TOM PRICE AMATEUR BASKETBALL ASSOCIATION	Flyer Letter Box Drop - Tom Price	550.00
EFT36701	03-11-2016	TOM PRICE BETTA HOME LIVING	Glass Door Fridge for Tom Price Pool	1,999.00
EFT36702	03-11-2016	TOM PRICE TENNIS CLUB	Small Assistance Donation towards the costs of coaching and the purchase of equipment	500.00
EFT36703	03-11-2016	TOM PRICE VOLUNTEER BUSH FIRE BRIGADE	Reimbursement for Catering for BFB Training	105.50
EFT36704	03-11-2016	TRISLEY'S HYDRAULIC SERVICES	RFQ Q40.16 Annual Plant Maintenance for Quentin Broad Swimming Pool Paraburdo	35,741.20
EFT36705	03-11-2016	WA LIBRARY SUPPLIES	Purchase of stationery for the Tom Price Library	184.35
EFT36706	03-11-2016	WATER CORPORATION	Water usage 28.07.16-05.10.16 - Onslow	10,374.09
EFT36707	03-11-2016	WOOLLAM CONSTRUCTION	Progress claim as per Certificate No 18 - Onslow Shire Complex	52,789.00
EFT36708	10-11-2016	SLATER & GORDON TRUST ACCOUNT	Wittenoom Asbestos Claim - Payment of Shire's share of Commercial Settlement- Confidential	27,500.00
EFT36709	14-11-2016	4CABLING PTY LTD	Items for IT Department	1,523.65

LIST OF PAYMENTS FOR NOVEMBER 2016

EFT36710	14-11-2016	ABORIGINAL BIODIVERSITY CONSERVATION	Fee for Brad Rowe to attend the Environmental Health Workshop in Port Hedland on the 25th August 2016	550.00
EFT36711	14-11-2016	ADVANCE PRESS	Ashburton Design for the Onslow Shire Complex, Invitation and Ball Tickets	1,049.95
EFT36712	14-11-2016	AES ENVIRONMENTAL WA PTY LTD	Equipment for the Onslow Airport	1,237.50
EFT36713	14-11-2016	ALLMARK & ASSOCIATES PTY LTD	Staff name badges	695.75
EFT36714	14-11-2016	AMBER STEVENSON	Coles - Water/ice for Tom Price Early Years Network event	39.60
EFT36715	14-11-2016	ASHBURTON CLEANING SERVICES	Cleaning labour for Onslow Airport Terminal 15.10.16 - 31.10.16	2,389.75
EFT36716	14-11-2016	AUSTRAL MERCANTILE COLLECTIONS	Shire's debt collection for Rates	24,443.95
EFT36717	14-11-2016	BAUER TRADER MEDIA	Annual Membership for Onslow Caravan Park	220.00
EFT36718	14-11-2016	BENICO GROUP	Repair and maintenance work - Tom Price and Paraburdoo	8,534.46
EFT36719	14-11-2016	BLACKWOODS PTY LTD	Purchase of consumables/supplies	1,395.40
EFT36720	14-11-2016	BOB WADDELL CONSULTANTS	Assistance with Asset Processing and balancing for the month of October 2016	9,095.12
EFT36721	14-11-2016	BOCCHETTA PLUSH TOYS	Souvenirs for Tom Price Visitors Centre	874.95
EFT36722	14-11-2016	BRIDGETOWN DESIGN AND PRINTING	Shire advertising - flyers and posters for events	550.00
EFT36723	14-11-2016	BUDGET CAR AND TRUCK RENTAL	Car hire for Susannah and Richard Penman	1,245.73
EFT36724	14-11-2016	BUNNINGS GROUP	Purchase of hardware items	393.73
EFT36725	14-11-2016	BYBLOS CONSTRUCTIONS-TOM PRICE	Repair and maintenance work - Tom Price and Paraburdoo	3,157.00
EFT36726	14-11-2016	CENTURION TRANSPORT CO PTY LTD	Delivery Charges	51.72
EFT36727	14-11-2016	CHALLENGE CHEMICALS AUSTRALIA	Chemicals for Community Development cleaners storeroom	256.96
EFT36728	14-11-2016	CITY OF KARRATHA	Half payment of Regional Activity Plan 2016 - 2017 - Shire of Ashburton contribution	1,905.24
EFT36729	14-11-2016	CIVIC LEGAL	Shire Legal expenses	50,923.40
EFT36730	14-11-2016	CIVIL SURVEY SOLUTIONS PTY LTD	Software subscription fees- Autodesk Design Suite, Autodesk Vehicle Tracking and Civil Site Design	2,498.92
EFT36731	14-11-2016	CLEVERPATCH PTY LTD	Purchase of items for programs run at the Tom Price Library	1,929.75
EFT36732	14-11-2016	COLLINS BOOKSELLER SOUTHLANDS	Purchase of new stock for the Tom Price and Paraburdoo Library	610.25
EFT36733	14-11-2016	CONVIC PTY LTD	RFT 14/16 -Onslow Skate Park - Claim Number 4	357,576.23
EFT36734	14-11-2016	DAVID GRAY & COMPANY	Purchase of new Rubbish Bins	3,124.00
EFT36735	14-11-2016	DELL COMPUTER LTD	Software repairs	256.12
EFT36736	14-11-2016	DICE SOLUTIONS	Electrical Repairs - Onslow	2,929.84
EFT36737	14-11-2016	DIRECT TRADES SUPPLY PTY LTD	Equipment for Paraburdoo Depot	2,682.00
EFT36738	14-11-2016	DREADS	Replace lock cylinders, Install Bin Enclosures, Concrete Slab installation for Bike Rack at Onslow Basketball Courts	1,985.50
EFT36739	14-11-2016	ESS THANLANYJI P/L	Mandays for 24th and 25th October 2016 and backcharges for October 2016	72,125.92
EFT36740	14-11-2016	FUJI XEROX AUSTRALIA PTY LTD	Printing costs	4,707.26
EFT36741	14-11-2016	FURNITURE OPTIONS	Office furniture for the Onslow Airport	1,061.50
EFT36742	14-11-2016	HAMPER CREATIONS	Onslow Keepers Christmas - 25th November 2016 Hamper Present for the Onslow Keepers	790.90
EFT36743	14-11-2016	HANSON CONSTRUCTION MATERIALS	Concrete for replacement of footpath within the Community Gardens in Onslow	572.00
EFT36744	14-11-2016	HART SPORT	Equipment for Bootcamp Term Program Onslow and products for the Paraburdoo Pool	904.90
EFT36745	14-11-2016	HOYLAKE NOMINEES T/AS MCMAHON	Delivery charges	2,039.15
EFT36746	14-11-2016	BURNETT TRANSPORT HQ MANAGEMENT	Upgrade works to Shanks Road	4,688.16

LIST OF PAYMENTS FOR NOVEMBER 2016

EFT36747	14-11-2016	IDDA (INDEPENDENT DRUG DETECTION AGENCY)	Drug and Alcohol Screening for Onslow Airport Staff	115.00
EFT36748	14-11-2016	IT VISION AUSTRALIA PTY LTD	Adjust Final Notice Alignment for Rates Notices	242.00
EFT36749	14-11-2016	J BLACKWOOD & SON PTY LTD	Purchase of hardware items	33.35
EFT36750	14-11-2016	JASON SIGNMAKERS	Tom Price Administration Office Gate Sign	30.80
EFT36751	14-11-2016	JOHN BEARD	Relocation expenses - Fuel and accommodation for the Paraburdoo Pool Duty Manager	323.76
EFT36752	14-11-2016	JOYCE KRANE	Hire of a Franna Crane to move EWP - Onslow Airport	185.85
EFT36753	14-11-2016	JR & A HERSEY PTY LTD	Workshop consumables	1,995.48
EFT36754	14-11-2016	KHB MOBILE MECHANICAL PTY LTD	Mechanical repairs - Rear Screen	759.00
EFT36755	14-11-2016	KYLE & COMPANY SOLICITORS	Preparation of deed of Easement over Lot 9500 Onslow	1,650.00
EFT36756	14-11-2016	LIND CONSULTING	Governance and Policy Consultation for November 2016	650.00
EFT36757	14-11-2016	MAXXIA PTY LTD	Payroll deductions	1,667.73
EFT36758	14-11-2016	MCARTHUR MANAGEMENT SERVICES	Salmac Software - Annual License Fee October 2016 - September 2017	2,750.00
EFT36759	14-11-2016	MEDIA EQUATION PTY LTD	Year 3 of Three Year contract for Annual Hosting Image Library	6,600.00
EFT36760	14-11-2016	MODERN BRANDS PTY LTD	Souvenirs for Tom Price Visitors Centre	1,147.99
EFT36761	14-11-2016	NEVERFAIL SPRINGWATER ONSLOW LTD	Annual cooler rental 17.11.16 - 17.11.17 for Onslow Depot	132.00
EFT36762	14-11-2016	NINTIRRI CENTRE INC	Community Sundowner Event - Donation for Flyer Drop	150.00
EFT36763	14-11-2016	NORTH TOM PRICE PRIMARY SCHOOL	Small Assistance Donation towards book prizes for the End of Year Concert 2016	40.00
EFT36764	14-11-2016	NUTS AND BOLTS MIXED NETBALL TEAM	Small Assistance Donation towards the cost of uniforms and equipment	500.00
EFT36765	14-11-2016	OFFICE CHOICE MALAGA	Purchase of Stationery	9.46
EFT36766	14-11-2016	ONSITE RENTAL GROUP OPERATIONS	Hire of EWP - tree pruning Ocean view Caravan Park, Lighting Tower for Community Sundowner Event	243.67
EFT36767	14-11-2016	ONSLow GENERAL STORE	General Store purchases for period ending 31.10.16 for Onslow Office and Depot	2,464.15
EFT36768	14-11-2016	ONSLow SPORTS CLUB	Bar Service for the Onslow Shire Complex Opening	1,620.00
EFT36769	14-11-2016	ONSLow TYRE SERVICE	Machinery - Grader tyre repair	151.80
EFT36770	14-11-2016	PARA COLOUR FUN RUN	Small Assistance Donation towards Colour Fun Run in Paraburdoo 21.10.16	500.00
EFT36771	14-11-2016	PARABURDOO MOTORCYCLE CLUB INC	Paraburdoo Australia Day - Donation for Cook for BBQ	150.00
EFT36772	14-11-2016	PILBARA COLOURS BY LE	Photography for Shire events	1,540.00
EFT36773	14-11-2016	PILBARA FOOD SERVICES P/L	Purchase of consumables/supplies in Tom Price and Paraburdoo	2,272.91
EFT36774	14-11-2016	PILBARA MOTOR GROUP	Vehicle repairs and maintenance	1,855.82
EFT36775	14-11-2016	PME PLASTIC AND METAL ENGRAVING	Plaque for the opening of the Paraburdoo Childcare Centre	375.65
EFT36776	14-11-2016	POOLMART KARRATHA	Pool salt for the Onslow Airport	360.00
EFT36777	14-11-2016	PORTER CONSULTING ENGINEERS	RFQ 54.16 Drainage Infrastructure Improvements Stadium Road Tom Price	11,000.00
EFT36778	14-11-2016	REPLAS WA	Black Pyramid Bollards for the Tom Price Depot	4,713.89
EFT36779	14-11-2016	ROZWAY SIGNS	Signage for the Shire	440.00
EFT36780	14-11-2016	SG CONTROLS PTY LTD	Rectification works at the public swimming pools in Tom Price and Paraburdoo to meet the AS1768 Lightning Protection Standards	2,178.00
EFT36781	14-11-2016	SHOP FOR SHOPS	Shop fittings for the Tom Price Visitors Centre	981.29
EFT36782	14-11-2016	SODEXO REMOTE SITES AUSTRALIA	Purchase of consumables for Onslow office	506.91
EFT36783	14-11-2016	ST JOHN AMBULANCE TOM PRICE	Paraburdoo Australia Day Celebrations - Donation for transporting the Dunk Tank	150.00
EFT36784	14-11-2016	STATE WIDE TURF SERVICES	Turf Renovation on Clem Thompson Oval Tom Price	16,445.00

LIST OF PAYMENTS FOR NOVEMBER 2016

EFT36785	14-11-2016	STEMS SOLUTIONS	Monthly Licence Fee November 2016	220.00
EFT36786	14-11-2016	STIHL SHOP MORLEY	Equipment maintenance for Paraburdo Depot	516.68
EFT36787	14-11-2016	TANK STREAM DESIGN PTY LTD	Souvenirs for Tom Price Visitors Centre	1,825.68
EFT36788	14-11-2016	TAYLOR BURRELL BARNETT	RFT 08/16 Local Planning Strategy for the Shire	19,580.61
EFT36789	14-11-2016	THE PILBARA CLEAN MACHINE	Clean and Replace DFES Stripping	1,636.80
EFT36790	14-11-2016	THE WORKWEAR GROUP	Staff Uniforms	4,504.65
EFT36791	14-11-2016	TNT EXPRESS	Freight charges	122.02
EFT36792	14-11-2016	TOLL IPEC PTY LTD	Freight Charges	1,977.22
EFT36793	14-11-2016	TOM PRICE DRIVE IN	Active Ashburton Sports Star Awards advertising at Drive In on 15.10.16	50.00
EFT36794	14-11-2016	TOM PRICE HOTEL MOTEL	Accommodation for Councillors to attend October Council Meeting	999.00
EFT36795	14-11-2016	TOM PRICE SENIOR HIGH SCHOOL	Paraburdo Australia Day - Donation for hire of Dunk Tank	150.00
EFT36796	14-11-2016	TOM PRICE TEE BALL ASSOCIATION	Reimbursement for overpaid invoice 27339	19.75
EFT36797	14-11-2016	TOM PRICE TYRES	Vehicle repairs and maintenance - Tyres	860.00
EFT36798	14-11-2016	TRISLEY'S HYDRAULIC SERVICES P/L	Purchase of equipment for Paraburdo Depot	218.90
EFT36799	14-11-2016	UNITED MEN'S SOFTBALL CLUB	Small Assistance Donation towards the cost of lights for the 2016 season	500.00
EFT36800	14-11-2016	WA RETICULATION SUPPLIES	Equipment purchase for Tom Price Depot	1,595.50
EFT36801	14-11-2016	WATER 2 WATER	Maintenance of RO Water system at Paraburdo Depot	130.00
EFT36802	14-11-2016	WESTLINE CONTRACTING	RFQ 36.16 Line Marking - Roads and Parking Bays for Tom Price, Paraburdo and Onslow	83,270.00
EFT36803	14-11-2016	WEX AUSTRALIA (MOTORPASS)	Fuel purchase for the month of October 2016 - Tom Price	513.42
EFT36804	18-11-2016	PINDAN CONTRACTING PTY LTD	RFT 01/06 Design and Construction of the Onslow Aquatic & Recreation Centre Claim Number 7 and 9	1,172,372.44
EFT36805	21-11-2016	ABCO PRODUCTS	Cleaning products for Onslow Shire Complex	346.94
EFT36806	21-11-2016	AIT SPECIALISTS PTY LTD	Monthly fuel rebate calculations as required on September 2016 BAS	683.98
EFT36807	21-11-2016	ALL GLASS WINDOW TINTING	Vehicle repairs and maintenance - Window Tint	1,692.00
EFT36808	21-11-2016	ALLIED PICKFORDS ESPERANCE KALGOORLIE ALBANY	Relocation costs for new Community Services Coordinator - Onslow	7,722.00
EFT36809	21-11-2016	ALTUS GROUP CONSULTING PTY LTD	Tourist Information Bays	3,135.00
EFT36810	21-11-2016	AMBER STEVENSON	Tom Price/Paraburdo Community Christmas event - Kids Activities, Santa Setup	185.00
EFT36811	21-11-2016	ANITTEL PTY LTD	Computer equipment for Onslow Office	354.24
EFT36812	21-11-2016	AQUARIUS TECHNOLOGIES PTY LTD	Pump for the Onslow Water Park	713.68
EFT36813	21-11-2016	ARA RETAIL INSTITUTE	ARA Workshop in Tom Price and Onslow	4,159.65
EFT36814	21-11-2016	ARCHIVEWISE	Storage of Records at Archive Wise for 2016/17	283.08
EFT36815	21-11-2016	AUSTRAL MERCANTILE COLLECTIONS	Shire's Debt Collection for Debtors for period ending 27.10.16	844.91
EFT36816	21-11-2016	AUSTRALIA POST	Postal Charges for October 2016	1,654.25
EFT36817	21-11-2016	AUSTRALIAN TAXATION OFFICE- PAYG	Monthly PAYG Withholding for Large Withholders for October 2016	244,300.00
EFT36818	21-11-2016	AUSTWIDE CONSUMER PRODUCTS	Souvenirs for the Tom Price Visitors Centre	1,265.43
EFT36819	21-11-2016	BATTERY WORLD OSBORNE PARK	Batteries for the Pool Buddy at the Tom Price Pool	558.00
EFT36820	21-11-2016	BENSCO GROUP	Investigate faulty lights at Indoor Cricket Nets	462.00
EFT36821	21-11-2016	BLOCKBUSTER MORLEY -EMPIRE CITY	Purchase of new stock for the Tom Price and Paraburdo Library	795.00
EFT36822	21-11-2016	BOB WADDELL CONSULTANTS	Assistance with Asset Processing and Balancing for the month of November 2016	4,120.88
EFT36823	21-11-2016	BRIDGESTONE AUSTRALIA WA OFFICE	Vehicle repair and maintenance - Bridgestone Drive Tyres	4,646.40
EFT36824	21-11-2016	BRIDGETOWN DESIGN AND PRINTING	Shire advertising	1,215.00

LIST OF PAYMENTS FOR NOVEMBER 2016

EFT36825	21-11-2016	BUDGET CAR AND TRUCK RENTAL	Car Rental for Cr White, Paraburdoo to Tom Price and return for October Council Meeting 25.10.16	181.32
EFT36826	21-11-2016	BUNNINGS GROUP	Purchase of extension ladder Tom Price Depot	407.55
EFT36827	21-11-2016	BYBLOS CONSTRUCTIONS-TOM PRICE	Repair and maintenance work- Tom Price and Paraburdoo	5,984.00
EFT36828	21-11-2016	CCR HOSE & FITTINGS (Zoskar P/L)	Machinery Repair - parts	16.37
EFT36829	21-11-2016	CENTURION TRANSPORT CO PTY LTD	Delivery Charges	741.59
EFT36830	21-11-2016	CLINTON MARK CULLIMORE	Staff Housing - Rent to private owner for period 01.11.16 - 29.11.16 - Onslow	2,000.00
EFT36831	21-11-2016	COVS PARTS PTY LTD	Vehicle repair and maintenance-oi	61.42
EFT36832	21-11-2016	DELL COMPUTER LTD	Purchase of a Monitor, Wireless Keyboard, mouse and accessories	3,271.42
EFT36833	21-11-2016	DENVER TECHNOLOGY	Monthly IT Support Services for October 2016	3,949.00
EFT36834	21-11-2016	DEPARTMENT OF HOUSING	Shire housing Rent 03.10.16 - 06.11.16	12,375.00
EFT36835	21-11-2016	DESIGN COLLISION PTY LTD	Wrap up Style Guide	401.50
EFT36836	21-11-2016	DINGO DE CONSTRUCTION	RFQ 07/16 Loader Operator - Landfill Operation at Paraburdoo Waste Disposal Site from 21/9/16 to 30/11/16	6,897.00
EFT36837	21-11-2016	FUJI XEROX AUSTRALIA PTY LTD	Printing costs October 2016	703.94
EFT36838	21-11-2016	GLOWSTIX AUSTRALIA PTY LTD	Pannawonica Christmas celebrations - Carols by candlelight to be held on 10.12.16 with Glow candles and Santa handouts	693.00
EFT36839	21-11-2016	HITACHI LTD	Machinery Repairs - Parts	720.70
EFT36840	21-11-2016	J BLACKWOOD & SON PTY LTD	Staff PPE - Hats	6.92
EFT36841	21-11-2016	JANELLE FELL	Fuel Reimbursement for travel between Wickham and Tom Price	303.40
EFT36842	21-11-2016	JASON SIGNMAKERS	Signage for the Shire	741.40
EFT36843	21-11-2016	JOHN BEARD	Relocation expenses - Accommodation for Paraburdoo Pool Duty Manager	95.94
EFT36844	21-11-2016	JOY LEWIS	Reimbursement for Coles Myer Giftcard for the Volunteer Assistant at the Active Sports Star Awards in Paraburdoo 12.11.16	275.10
EFT36845	21-11-2016	JR & A HERSEY PTY LTD	Staff Protective Clothing	1,106.64
EFT36846	21-11-2016	KEITH PEARSON	Keith Pearson- Consultancy Fees for the Month of November 2016	5,566.00
EFT36847	21-11-2016	KLEENHEAT GAS	Bulk LPG delivery for the Ocean View Caravan Park Onslow	581.90
EFT36848	21-11-2016	LANDGATE	Mining Tenements Chargeable and Gross Rental Valuations for October 2016	163.50
EFT36849	21-11-2016	LEADKINTO CATERING PTY LTD - RED BREEZE	Progressive Dinner Bus Tour - Mains for 58 people	1,450.00
EFT36850	21-11-2016	LIND CONSULTING	Governance and Policy Consultation for November 2016	1,300.00
EFT36851	21-11-2016	M&L AUSTRALIA	Engraving of Badges for newly elected Councillors Cr Diver and Cr Matthew Lynch	20.65
EFT36852	21-11-2016	MAJOR MOTORS PTY LTD	Purchase of a Isuzu Dmax High Ride	39,727.40
EFT36853	21-11-2016	MJ & CM O'CALLAGHAN	Kennelling refund	56.00
EFT36854	21-11-2016	OFFICE CHOICE MALAGA	Stationery Items for Onslow Office	239.53
EFT36855	21-11-2016	ONSITE RENTAL GROUP OPERATIONS	Hire of Generators and Fuel Tank October 2016 Onslow Airport Camp	9,279.43
EFT36856	21-11-2016	PARABURDOO IGA	Consumables/supplies for Paraburdoo and Tom Price	223.40
EFT36857	21-11-2016	PARABURDOO MEDICAL CENTRE	Pre Employment Medical Check for candidate for JA98 Facilities Officer Paraburdoo	253.00
EFT36858	21-11-2016	PILBARA FOOD SERVICES	Purchase of consumables and supplies for Paraburdoo and Tom Price	1,338.59
EFT36859	21-11-2016	PILBARA INDUSTRIES CONSTRUCTION & MAINTENANCE	Repair and maintenance work- Tom Price and Paraburdoo	6,954.75
EFT36860	21-11-2016	PILBARA MOTOR GROUP	Purchase of a Toyota Hilux 4x4	49,902.16
EFT36861	21-11-2016	PRIME TROPHIES	Medals & Shields for Sport Star Awards	564.00

LIST OF PAYMENTS FOR NOVEMBER 2016

EFT36862	21-11-2016	PROGRAMMED SKILLED WORKFORCE	Paraburdoe Office Cleaner for week ending 22.10.16 and 05.11.16	2,049.52
EFT36863	21-11-2016	PEGGY LAPANA	Small Assistance Donation towards new uniforms for Titan's Touch Football	500.00
EFT36864	21-11-2016	RECHARGE PETROLEUM	Fuel Onslow	5,954.30
EFT36865	21-11-2016	REMA TIP TOP AUSTRALIA P/L	Vehicle Repairs and maintenance -Tyre	55.00
EFT36866	21-11-2016	SHERIDAN'S FOR BADGES	Name Plaque, desk plaques, honour board name plates and name plates Council Photo Board	328.28
EFT36867	21-11-2016	SIGMA CHEMICALS	Supplies for Tom Price Pool	234.63
EFT36868	21-11-2016	SKIPPER TRANSPORT PARTS	Vehicle repairs and maintenance - Park Brake switches and handles	41.12
EFT36869	21-11-2016	SLATER & GORDON TRUST ACCOUNT	Wittenoom Asbestos Claim - Payment of Shire's Share of Commercial Settlement CONFIDENTIAL	36,587.50
EFT36870	21-11-2016	SODEXO REMOTE SITES AUSTRALIA PTY LTD	Coffees from Pannawonica Cafe for Community Volunteers for Thank A Volunteer Day - 50% of cost to be shared with Sodexo and consumables/supplies from Pannawonica Supermarket	534.31
EFT36871	21-11-2016	SUPER SIGNS	Cafe Barriers S/Sided with SOA Logo	1,232.00
EFT36872	21-11-2016	T-QUIP	Vehicle repair and maintenance -Tyres	859.10
EFT36873	21-11-2016	TALIS CONSULTANTS PTY LTD	Contract 24.14 Onslow Landfill Options Assessment - Waste Consultancy Services	22,543.87
EFT36874	21-11-2016	TARANIS POWER GROUP	Vehicle repair and maintenance -Tyres	1,388.00
EFT36875	21-11-2016	TELSTRA	Monthly Telephone charges - November 2016	107,614.26
EFT36876	21-11-2016	THALANYJI SERVICE STATIONS	Onslow fuel	1,364.15
EFT36877	21-11-2016	THE BEDFORD PARABURDOO	Paraburdoe Childcare Opening - Cupcakes for VIP's	600.00
EFT36878	21-11-2016	THE PAPER COMPANY OF AUSTRALIA	Pallet of paper for Tom Price Administration office	804.38
EFT36879	21-11-2016	THE PERTH MINT AUSTRALIA	Supply 30 x 2017 Australian Citizenship \$1 Coin	165.55
EFT36880	21-11-2016	THE VAULT	Catering for Active Ashburton Sports Star Awards function - Paraburdoe	600.00
EFT36881	21-11-2016	THE WORKWEAR GROUP - NEAT AND TRIM	Staff uniforms	3,940.52
EFT36882	21-11-2016	TOLL IPEC PTY LTD	Freight charges	3,186.57
EFT36883	21-11-2016	TOLL TRANSPORT / TOLL EXPRESS	Freight charges	38.86
EFT36884	21-11-2016	TOM PRICE BETTA HOME LIVING	Clothes Dryer for Shire Transit House Tom Price	499.00
EFT36885	21-11-2016	TOM PRICE HOTEL MOTEL	Progressive Dinner Bus Tour - Entrees for 58 people	870.00
EFT36886	21-11-2016	TOM PRICE TYREPRO	Vehicle repair and maintenance	8,502.00
EFT36887	21-11-2016	TOM PRICE TYRES	Vehicle repair and maintenance - Tyres	70.00
EFT36888	21-11-2016	TRANSPACIFIC CLEANAWAY PTY LTD	Waste removal from Tom Price and Paraburdoe	7,569.65
EFT36889	21-11-2016	VIVA ENERGY AUSTRALIA LTD	Fuel for Tom Price	14,797.24
EFT36890	21-11-2016	WA RETICULATION SUPPLIES	Reticulation - Parts and supply fittings for the Onslow Oval	1,338.70
EFT36891	21-11-2016	WATER 2 WATER	12 Month Contract for supply of water to Shire office in Paraburdoe	69.00
EFT36892	21-11-2016	WESTERN AUSTRALIAN TREASURY	Shire loan repayment	31,828.13
EFT36893	21-11-2016	WESTRAC PTY LTD	Machinery repair - Parts	98.93
EFT36894	21-11-2016	WURTH AUSTRALIA	Workshop consumables for Tom Price Depot	19.95
EFT36895	21-11-2016	SLATER & GORDON TRUST ACCOUNT	Wittenoom Asbestos Claim - 2 x payment of the Shire's share of Commercial Settlement - CONFIDENTIAL	60,000.00
EFT36905	25-11-2016	ABCO PRODUCTS	Purchase of cleaning products	1,601.94
EFT36906	25-11-2016	AERODROME MANAGEMENT SERVICES PTY LTD	Supply of labour for Passenger Security Screening at Onslow Airport from 26th September - 23rd October 2016	72,050.00
EFT36907	25-11-2016	AIT SPECIALISTS PTY LTD	Monthly Fuel Rebate calculations for October 2016	836.11

LIST OF PAYMENTS FOR NOVEMBER 2016

EFT36908	25-11-2016	ALL STAR SHOWSTOPPERS	Onslow - Administration Building Opening - ASSS Performance	2,750.00
EFT36909	25-11-2016	ASB MARKETING	Mosquito control, Fight The Bite Campaign Banners	803.00
EFT36910	25-11-2016	AUSTRAL MERCANTILE COLLECTIONS	Shires Debt collection for Rates	172.41
EFT36911	25-11-2016	BENNICO GROUP	Repair and maintenance work Tom Price and Paraburdoo	2,225.69
EFT36912	25-11-2016	BLACKWOODS PTY LTD	Supplies and Staff PPE	357.60
EFT36913	25-11-2016	BLADON WA PTY LTD	Working together for Onslow Branded giveaways	2,779.70
EFT36914	25-11-2016	BOB WADDELL CONSULTANTS	Assistance with Asset Processing and Balancing for the month of November 2016	1,522.13
EFT36915	25-11-2016	BRIDGETOWN DESIGN AND PRINTING	Shire Advertising	1,070.00
EFT36916	25-11-2016	BUNNINGS GROUP	Batteries and Power boards for the Paraburdoo Swimming Pool	258.45
EFT36917	25-11-2016	BYBLOS CONSTRUCTIONS-TOM PRICE	Repair and maintenance works Tom Price and Paraburdoo	46,634.50
EFT36918	25-11-2016	CCR HOSE & FITTINGS (Zoskar P/L)	Mechanical repairs and maintenance	581.52
EFT36919	25-11-2016	CENTURION TRANSPORT CO PTY LTD	Delivery Charges	386.03
EFT36920	25-11-2016	CLEVERPATCH PTY LTD	Tom Price and Paraburdoo Christmas Event - Cleverpatch Order	306.22
EFT36921	25-11-2016	CRAVE JUICE BAR	Catering for Planning & Specification Development Training 1st and 2nd September 2016 and WALGA Manage Recovery Activities training 21st November 2016	665.50
EFT36922	25-11-2016	CREATING COMMUNITIES	RFQ 51.16 - 10 Year Strategic Community Plan - Full Review 01.10.16 - 31.10.16	3,113.85
EFT36923	25-11-2016	CREATIVE SPACES	Old Onslow signage - updated to reflect SOA tourism branding	7,684.60
EFT36924	25-11-2016	CHILD SUPPORT AGENCY	Payroll deductions	15.87
EFT36925	25-11-2016	DAVID GRAY & COMPANY	Drums of chemicals	524.83
EFT36926	25-11-2016	DINGO DE CONSTRUCTION	Provision of loader Operator at Paraburdoo Landfill	4,721.75
EFT36927	25-11-2016	DIRECT TRADES SUPPLY PTY LTD	Purchase of Supplies/Parts	584.50
EFT36928	25-11-2016	DOWNER EDI WORKS PTY LTD	RFT 07/16 Supply and lay Asphalt to various streets in Tom Price	443,528.20
EFT36929	25-11-2016	DREADS	Repair gate post and fence panel at rear of the new Shire complex due to damage	451.00
EFT36930	25-11-2016	DREAM CATCHA PRODUCTIONS	Onslow - Administration Building Opening - AV Equipment and Extra lighting	5,571.39
EFT36931	25-11-2016	E & MJ ROSHER PTY LTD	Machinery parts	69.05
EFT36932	25-11-2016	FREEDOM FAIRIES	Entertainment for the Christmas Celebrations in Onslow	1,337.50
EFT36933	25-11-2016	GLOWSTIX AUSTRALIA PTY LTD	Glowstix for the 2017 Christmas Celebrations	950.00
EFT36934	25-11-2016	HITACHI LTD	Machinery repairs	170.04
EFT36935	25-11-2016	HOYLAKE NOMINEES T/AS MCMAHON BURNETT TRANSPORT	Delivery Charges	2,120.80
EFT36936	25-11-2016	IBN CORPORATION PTY LTD	Cleaning of the Tom Price/Paraburdoo Halfway Bridge toilet and building for October 2016	4,528.37
EFT36937	25-11-2016	ICONIC WATER SOLUTIONS PTY LTD	Rectification works on Waste Water Treatment Plant - Onslow Airport	9,559.00
EFT36938	25-11-2016	ISLAND VIEW CAFE ONSLOW	Buy Local Campaign Week 1 Prize, \$250 Voucher for Wayne Stevens	250.00
EFT36939	25-11-2016	IT VISION AUSTRALIA PTY LTD	Synergy Upgrade	1,331.00
EFT36940	25-11-2016	J BLACKWOOD & SON PTY LTD	Purchase of cleaning supplies and staff PPE uniforms	948.77
EFT36941	25-11-2016	JACARU AUSTRALIA	Souvenirs for Tom Price Visitors Centre	1,871.79
EFT36942	25-11-2016	JANELLE FELL	Fuel reimbursement- Wickham to Tom Price 11.11.16	77.83
EFT36943	25-11-2016	JAPANESE TRUCK & BUS SPARES	Machinery repairs and maintenance	887.10
EFT36944	25-11-2016	JETDRYER	Hand dryer and consumables for Onslow Airport	1,100.00
EFT36945	25-11-2016	JOURNEY JOTTINGS	Souvenirs for Tom Price Visitors Centre	643.80
EFT36946	25-11-2016	JR & A HERSEY PTY LTD	Purchase of Sunscreen, Work pants, Cotton shirt for staff	620.00

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EFT36947	25-11-2016	KEY2CREATIVE	2nd Year of 2-year Tourism Materials & Design RFQ	924.00
EFT36948	25-11-2016	KHB MOBILE MECHANICAL PTY LTD	Machinery repairs and maintenance	231.00
EFT36949	25-11-2016	KIRKGATE CONSULTING	2 PDC Grant Applications October 2016 round including business case	4,250.00
EFT36950	25-11-2016	LANDGATE	Land Enquiry for October 2016	24.85
EFT36951	25-11-2016	LESTOK TOURS PTY LTD	Bus Travel for Shire	682.00
EFT36952	25-11-2016	LIND CONSULTING	Governance and Policy consultation for November 2016	910.00
EFT36953	25-11-2016	LJ HOOKER PILBARA	Market Rental Appraisal (desktop) for portion of Lot 67 Rocklea Road, Paraburdoo	110.00
EFT36954	25-11-2016	MAJOR MOTORS PTY LTD	Purchase of a Isuzu MUX 2WD	38,880.00
EFT36955	25-11-2016	MARKETFORCE PRODUCTIONS	Shire Advertising	709.81
EFT36956	25-11-2016	MAXXIA PTY LTD	Payroll deductions	1,831.46
EFT36957	25-11-2016	MICHELE TOVEY	Reimbursement for printing and binding of brochures	113.55
EFT36958	25-11-2016	MODERN TEACHING AIDS PTY LTD	Craft items for Paraburdoo Library	14.25
EFT36959	25-11-2016	MOORE STEPHENS	Risk Management Review - Audit Reg 17	5,300.66
EFT36960	25-11-2016	MUZZYS HARDWARE	Purchase of hardware items	7,332.50
EFT36961	25-11-2016	NORWEST REFRIGERATION SERVICES	Air Conditioning repairs in Shire housing	1,606.00
EFT36962	25-11-2016	OFFICE CHOICE MALAGA	Stamp for Paraburdoo Library	46.43
EFT36963	25-11-2016	ONSLOW BEACH RESORT	Accommodation for Staff and Facilitators	5,558.50
EFT36964	25-11-2016	PARABURDOO IGA	Purchase of consumables and supplies for Paraburdoo and Tom Price	423.46
EFT36965	25-11-2016	PILBARA FOOD SERVICES P/L	Purchase of supplies and consumables for Tom Price	684.09
EFT36966	25-11-2016	PILBARA MOTOR GROUP	Purchase of a Toyota Prado	56,035.43
EFT36967	25-11-2016	POOLMART KARRATHA	12 Bags of salt for the Onslow MPC	144.00
EFT36968	25-11-2016	POSTER PASSION	Wind flex display posters for Tom Price Pool	1,815.99
EFT36969	25-11-2016	PRIME TROPHIES	Pannawonica School Holiday Program 2 x Urban Golf Day Trophies	100.00
EFT36970	25-11-2016	RAECO INTERNATIONAL PTY LTD	Purchase of book covering materials for the Onslow Library	193.05
EFT36971	25-11-2016	RAY WHITE EXMOUTH	Rent for Shire housing in Onslow	11,569.75
EFT36972	25-11-2016	RID (AUSTRALIA)	Medicated Lotion Pump Repellents	1,694.00
EFT36973	25-11-2016	RILEY HUNTER	Reimbursement for First Aid Training - Pool staff member	128.00
EFT36974	25-11-2016	ROYAL WOLF TRADING	Transportable Accommodation Hire Onslow Airport for October 2016	65,016.77
EFT36975	25-11-2016	SAS LOCKSMITHS	Supply of padlocks, cylinders and keys for the Onslow Shire Complex	1,841.73
EFT36976	25-11-2016	SETON AUSTRALIA	Purchase of scissor lift trolley for the Onslow Library	988.90
EFT36977	25-11-2016	SHOP FITTINGS STORE PTY LTD	Shop Fittings for Tom Price Visitors Centre	203.14
EFT36978	25-11-2016	SIGMA CHEMICALS	Water Test Tablets for Tom Price Pool	503.80
EFT36979	25-11-2016	SOUTH WEST FIRE SOLUTIONS	Fire proof matting for the Tom Price Depot	170.50
EFT36980	25-11-2016	ST JOHN AMBULANCE KARRATHA	Shire staff First Aid Training	1,350.00
EFT36981	25-11-2016	SYLVIA FLAMAN	Consumables for the end of financial year celebration 2016 and PGC Meeting 22nd & 23rd November 2016	129.19
EFT36982	25-11-2016	TENDERLINK.COM	RFQ 60/16 Onslow Keepers Oral Histories Project, RFQ 59/16 Oval and Court Light Maintenance Tom Price and Paraburdoo	330.00
EFT36983	25-11-2016	THE PILBARA CLEAN MACHINE	Acid clean, Polish and replace DFES striping to BFB Vehicles	1,936.00
EFT36984	25-11-2016	THE WORKWEAR GROUP - NEAT AND TRIM	Staff uniforms	4,277.52
EFT36985	25-11-2016	TOLL TRANSPORT PTY LTD / TOLL EXPRESS	Freight charges	204.15

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EFT36986	25-11-2016	TOM PRICE BETTA HOME LIVING	Microwave for the Paraburdoo Project Office	178.95
EFT36987	25-11-2016	TOM PRICE TYREPRO	Vehicle repairs and maintenance	260.00
EFT36988	25-11-2016	TOM PRICE TYRES	Vehicle repairs and maintenance	830.00
EFT36989	25-11-2016	TOXFREE AUSTRALIA PTY LTD	RFT 05/15 Haulage 1st October 2016 to 31st December 2016 Transportation of Waste from Onslow Transfer Station to Tom Price Landfill	38,299.85
EFT36990	25-11-2016	WA LIBRARY SUPPLIES	Purchase of stationery items to help set up the new Onslow Library	127.45
EFT36991	25-11-2016	WA POULTRY EQUIPMENT	Sentinel Chicken Program Purchase of supplies	435.00
Total				3,809,536.93

Superannuation Payments

DD10642.1	01-11-2016	WA LOCAL GOVERNMENT SUPER PLAN	Payroll deductions	36,413.56
DD10642.2	01-11-2016	TELSTRA SUPER PTY LTD	Superannuation contributions	264.63
DD10642.3	01-11-2016	HOSTPLUS SUPERANNUATION FUND	Payroll deductions	1,865.83
DD10642.4	01-11-2016	COLONIAL FIRST STATE FIRSTCHOICE SUPERANNUATION	Superannuation contributions	282.09
DD10642.5	01-11-2016	IOOF SUPERANNUATION	Payroll deductions	1,399.11
DD10642.6	01-11-2016	BT BUSINESS SUPER	Superannuation contributions	125.08
DD10642.7	01-11-2016	SUNSUPER	Payroll deductions	2,665.08
DD10642.8	01-11-2016	UNISUPER	Payroll deductions	1,156.87
DD10642.9	01-11-2016	ASGARD SUPERANNUATION	Payroll deductions	1,839.84
DD10660.1	08-11-2016	MTAA SUPERANNUATION FUND	Superannuation contributions	228.31
DD10660.2	08-11-2016	UNISUPER	Superannuation contributions	135.92
DD10709.1	15-11-2016	WA LOCAL GOVERNMENT SUPER PLAN	Payroll deductions	38,433.60
DD10709.2	15-11-2016	TELSTRA SUPER PTY LTD	Superannuation contributions	543.40
DD10709.3	15-11-2016	HOSTPLUS SUPERANNUATION FUND	Payroll deductions	1,674.39
DD10709.4	15-11-2016	COLONIAL FIRST STATE FIRSTCHOICE SUPERANNUATION	Superannuation contributions	228.87
DD10709.5	15-11-2016	IOOF SUPERANNUATION	Payroll deductions	1,399.11
DD10709.6	15-11-2016	BT BUSINESS SUPER	Superannuation contributions	106.49
DD10709.7	15-11-2016	SUNSUPER	Payroll deductions	2,623.26
DD10709.8	15-11-2016	UNISUPER	Payroll deductions	950.56
DD10709.9	15-11-2016	ASGARD SUPERANNUATION	Superannuation contributions	1,309.64
DD10642.10	01-11-2016	BT SUPER FOR LIFE	Superannuation contributions	228.87
DD10642.11	01-11-2016	THE SUPERANNUATION FUND	Payroll deductions	418.48
DD10642.12	01-11-2016	BT PERSONAL SUPER PLAN	Superannuation contributions	98.79
DD10642.13	01-11-2016	HESTA SUPER FUND	Payroll deductions	1,329.78
DD10642.14	01-11-2016	MLC SUPER	Payroll deductions	719.11
DD10642.15	01-11-2016	ONEPATH MASTERFUND	Payroll deductions	1,373.02
DD10642.16	01-11-2016	BT SUPER FOR LIFE	Superannuation contributions	228.87
DD10642.17	01-11-2016	BT SUPER FOR LIFE	Superannuation contributions	228.87
DD10642.18	01-11-2016	BT SUPER FOR LIFE	Superannuation contributions	203.84
DD10642.19	01-11-2016	KINETIC SUPERANNUATION LTD	Superannuation contributions	192.93

LIST OF PAYMENTS FOR NOVEMBER 2016

DD10642.20	01-11-2016	THE TRUSTEE FOR THE SUPERANNUATION FUND	Payroll deductions	928.44
DD10642.21	01-11-2016	BT SUPER FOR LIFE	Superannuation contributions	216.36
DD10642.22	01-11-2016	CBUS SUPER	Payroll deductions	394.49
DD10642.23	01-11-2016	AMP SUPERANNUATION SAVINGS TRUST	Payroll deductions	2,601.71
DD10642.24	01-11-2016	MACQUARIE SUPERANNUATION FUND	Superannuation contributions	82.74
DD10642.25	01-11-2016	LOCAL GOVERNMENT SUPERANNUATION SCHEME QLD	Payroll deductions	1,473.32
DD10642.26	01-11-2016	AMP SUPER DIRECTIONS FUND	Payroll deductions	559.14
DD10642.27	01-11-2016	FIRST STATE SUPERANNUATION SCHEME	Payroll deductions	767.77
DD10642.28	01-11-2016	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	Superannuation contributions	264.63
DD10642.29	01-11-2016	STATEWIDE SUPERANNUATION	Payroll deductions	1,035.41
DD10642.30	01-11-2016	LOCAL GOVERNMENT SUPERANNUATION SCHEME	Payroll deductions	1,915.11
DD10642.31	01-11-2016	CARE SUPER PTY LTD	Superannuation contributions	114.44
DD10642.32	01-11-2016	OUTPERFORM SUPERANNUATION FUND	Payroll deductions	1,364.43
DD10642.33	01-11-2016	VISION SUPER	Superannuation contributions	315.94
DD10642.34	01-11-2016	MTAA SUPERANNUATION FUND	Superannuation contributions	236.26
DD10642.35	01-11-2016	AUSTRALIAN SUPER	Payroll deductions	8,609.91
DD10642.36	01-11-2016	REST SUPERANNUATION	Payroll deductions	4,421.84
DD10642.37	01-11-2016	Q SUPER	Superannuation contributions	404.86
DD10642.38	01-11-2016	REI SUPER	Superannuation contributions	924.39
DD10642.39	01-11-2016	SUPERFUND	Superannuation contributions	264.63
DD10709.10	15-11-2016	BT SUPER FOR LIFE	Superannuation contributions	228.87
DD10709.11	15-11-2016	THE SUPERANNUATION FUND	Payroll deductions	418.48
DD10709.12	15-11-2016	BT PERSONAL SUPER PLAN	Superannuation contributions	98.79
DD10709.13	15-11-2016	HESTA SUPER FUND	Payroll deductions	1,424.05
DD10709.14	15-11-2016	MLC SUPER	Payroll deductions	669.74
DD10709.15	15-11-2016	ONEPATH MASTERFUND	Payroll deductions	1,193.03
DD10709.16	15-11-2016	BT SUPER FOR LIFE	Superannuation contributions	228.87
DD10709.17	15-11-2016	BT SUPER FOR LIFE	Superannuation contributions	228.87
DD10709.18	15-11-2016	BT SUPER FOR LIFE	Superannuation contributions	203.84
DD10709.19	15-11-2016	KINETC SUPERANNUATION	Superannuation contributions	192.93
DD10709.20	15-11-2016	THE TRUSTEE FOR THE SUPERANNUATION FUND	Payroll deductions	937.03
DD10709.21	15-11-2016	BT SUPER FOR LIFE	Superannuation contributions	216.36
DD10709.22	15-11-2016	CBUS SUPER	Payroll deductions	394.49
DD10709.23	15-11-2016	AMP SUPERANNUATION SAVINGS TRUST	Payroll deductions	2,378.91
DD10709.24	15-11-2016	MACQUARIE SUPERANNUATION FUND	Superannuation contributions	74.09
DD10709.25	15-11-2016	LOCAL GOVERNMENT SUPERANNUATION SCHEME QLD	Payroll deductions	2,323.31
DD10709.26	15-11-2016	AMP SUPER DIRECTIONS FUND	Payroll deductions	559.14

LIST OF PAYMENTS FOR NOVEMBER 2016

DD10709.27	15-11-2016	FIRST STATE SUPERANNUATION SCHEME	Payroll deductions	830.29
DD10709.28	15-11-2016	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	Superannuation contributions	264.63
DD10709.29	15-11-2016	STATEWIDE SUPERANNUATION	Payroll deductions	1,035.41
DD10709.30	15-11-2016	LOCAL GOVERNMENT SUPERANNUATION SCHEME	Payroll deductions	1,662.53
DD10709.31	15-11-2016	CARE SUPER PTY LTD	Superannuation contributions	114.44
DD10709.32	15-11-2016	OUTPERFORM SUPERANNUATION FUND	Payroll deductions	1,364.43
DD10709.33	15-11-2016	VISION SUPER	Superannuation contributions	315.94
DD10709.34	15-11-2016	MTAA SUPERANNUATION FUND	Superannuation contributions	234.36
DD10709.35	15-11-2016	LUCRF SUPER	Superannuation contributions	375.12
DD10709.36	15-11-2016	REST SUPERANNUATION	Payroll deductions	4,755.03
DD10709.37	15-11-2016	AUSTRALIAN SUPER	Payroll deductions	9,155.16
DD10709.38	15-11-2016	Q SUPER	Superannuation contributions	404.86
DD10709.39	15-11-2016	THE SUPERFUND	Superannuation contributions	271.04
DD10709.40	15-11-2016	REI SUPER	Superannuation contributions	934.35
Total				159,052.41

LIST OF PAYMENTS FOR NOVEMBER 2016

Municipal Cheques

28442	03-11-2016	C MUNRO CONTRACTORS	Repair and maintenance works - Onslow	14,930.17
28443	10-11-2016	SHIRE OF ASHBURTON (PETTY CASH)	Petty Cash- Tom Price Administration	990.20
28444	14-11-2016	C MUNRO CONTRACTORS	Repair and maintenance works - Onslow	12,960.83
28445	14-11-2016	HORIZON POWER	Electricity Usage 01.10.16 - 31.10.16	2,165.68
28446	14-11-2016	SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)	Payroll deductions	700.00
28447	14-11-2016	SHIRE OF ASHBURTON (PETTY CASH)	Petty Cash - Onslow Office	513.70
28448	21-11-2016	CHEQUE DAMAGED AND CANCELLED	Cheque cancelled as damaged in Photocopier	-
28449	21-11-2016	CHEVRON AUSTRALIA PTY LTD	Residual unspent funds - Onslow Good Shed Museum	2,639.06

Total 34,899.64

Trust Payments

EFT36896	23-11-2016	FRANK RICHARDSON	Total sales for October 2016	99.20
EFT36897	23-11-2016	GRAEME G HAMMOND	Total sales for October 2016	21.25
EFT36898	23-11-2016	LESTOK TOURS PTY LTD	Mine tours for October 2016	4,548.15
EFT36899	23-11-2016	NAOMI CRETHAR	Total sales for October 2016	23.80
EFT36900	23-11-2016	PILBARA COLOURS BY LE	Total sales for October 2016	208.25
EFT36901	23-11-2016	RED WOLF	Total sales for October 2016	49.30
EFT36902	23-11-2016	TRACEY GREEN	Bond refund for Community Garden	50.00
EFT36903	23-11-2016	YAMATJI MARLPA ABORIGINAL CORP	Refund of Bond owning	880.00
EFT36904	23-11-2016	ZOE RAYMOND	Gym Bond refund	15.00
202854	23-11-2016	BUILDERS REGISTRATION BOARD OF WA	BRB Levy collected for October 2016	1,548.45
202855	23-11-2016	CONSTRUCTION TRAINING FUND	CITF Levy collected for October 2016	1,861.00
202856	23-11-2016	SHIRE OF ASHBURTON	CITF, BRB, RIO and Integrity commissions collected by the Shire for October 2016	314.45

Total 9,618.85

LIST OF PAYMENTS FOR NOVEMBER 2016

OCTOBER 2016 STATEMENTS

Credit Card Payments

Exec Name	Date	Name	Description	Amount
TROY DAVIS	04-10-2016	ALLIED FORKLIFTS	Forklift spare part for PFL01	100.10
\$10,000	05-10-2016	SWAN TAXIS	Taxi fare for Troy Davis - Airport -Hotel for Waste Meeting with Talis 05.10.16	34.02
	05-10-2016	DEPARTMENT OF PARKS AND WILDLIFE	Accommodation for Nathan Benson, Doug Pearce and Steve O'Neil at Mulla Mulla Camp for Road Maintenance Project 29.08.16	150.00
	05-10-2016	THE QANTAS CLUB	1 year Qantas Club Membership Renewal	331.80
	06-10-2016	QANTAS	Return flights for Nicole Mazzucchelli Perth - Parburdoo 03.11.16-10.11.16 FIFO Employee	806.39
	06-10-2016	SWAN TAXIS	Taxi fare for Troy Davis for meeting with Talis to Hotel 06.10.16	17.01
	06-10-2016	SWAN TAXIS	Taxi fare for Troy Davis Hotel - Talis Meeting 06.10.16	18.48
	06-10-2016	JAYCAR ELECTRONICS	Motion activated cameras for Tom Price Depot security	498.85
	07-10-2016	SWAN TAXIS	Taxi fare for Troy Davis Hotel - Airport for Waste Meeting with Talis 7.10.16	35.28
	07-10-2016	DEPARTMENT OF TRANSPORT	Temporary Movement Permit for PMG04	24.20
	12-10-2016	WILLOW WARE AUSTRALIA	5 Litre Water Bottle for the Tom Price Depot	228.05
	18-10-2016	CERAMIC TILE SUPPLIES	Tiles for the renovations for the Tom price Depot Lunch Room	66.00
	21-10-2016	BEST WESTERN KARRATHA CENTRAL APARTMENTS	Accommodation for Jayde Robbins for meeting in Karratha with City of Karratha 20.06.16	246.65
	25-10-2016	VIRGIN AUSTRALIA	Return flights for Megan Walsh Onslow-Perth 26.10.16-27.10.16 to attend meetings with Shire President and airline in relation to future operations of the Onslow Airport	898.00
	25-10-2016	VIRGIN AUSTRALIA	Booking fee for return flights for Megan Walsh Onslow-Perth 26.10.16-27.10.16 to attend meetings with Shire President and airline in relation to future operations of Onslow Airport	11.00
	25-10-2016	THE LODGE MOTEL	Accommodation for Brenton Hall 24.10.16 for meeting with Main Roads	149.00
	26-10-2016	WESTAIR COMPRESSORS	Pump to suit Petrol Compressor	159.50
	27-10-2016	NESPRESSO CLUB	Coffee Pods for the Depot	204.00
			Total	3,978.33

BusinessChoice Everyday VISA Card Statement

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards service available 24 hours a day, 7 days a week.

Any statement entries for purchases or cash advances made in a foreign currency show the foreign currency transaction amount converted into Australian dollars by the applicable credit card scheme. Any applicable Westpac Foreign Transaction Fee (described below as "Foreign Transaction Fee") charged is shown as a separate entry.

Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Troy Robert Davis	4293 1830 0180 9674	10,000	10,000.00
Statement From	Statement To	Facility Number	
04 OCT 2016	02 NOV 2016	00028553	

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	3,978.33	0.00	0.00	3,978.33 -	0.00	0.00	0.00

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

* If you have set up a direct debit arrangement for making automatic repayments to your BusinessChoice credit card account, and there have been two failed direct debit transactions (that is, we cannot withdraw the nominated amount from your nominated account) in consecutive months due to insufficient funds in the nominated account, we may, at our sole discretion:

1. Cancel your BusinessChoice Facility Autopay Request Form- Direct Debit Request (New change)
2. Impose a fee or charge (No change- We currently charge a \$9 missed payment fee when payment is not received by statement due date)
3. Charge interest on any unpaid purchases outstanding (No change)

If your Direct Debit Request is cancelled, you must arrange to either set up a new Autopay Request Form- Direct Debit Request or use alternative payment methods so we can process your payment.
Please ensure that there are sufficient funds available in the nominated account to allow direct debit payments to be made in accordance with your BusinessChoice Facility Autopay Request Form- Direct Debit Request.

Please remember any payments made into the Billing account that places the Billing Account into credit or results in a zero balance at the payment due date, your direct debit will still continue to take place. This also applies if you make an additional payment into the Billing Account that is only a partial payment and still leaves a debit balance on the Billing Account, your direct debit arrangement for the month will remain unchanged and continue to take place.

BusinessChoice Everyday VISA Card

Date of Transaction	Description	Debits/Credits	Cardholder Comments
	Purchases		
04 OCT	ALLIED FORKLIFTS P/L MALAGA AU AUTOMOBILE & TRUCK DEALER -	100.10	
05 OCT	SWAN TAXIS 13 13 30 VICTORIA PARK AU TAXICABS/LIMOUSINES	34.02	
05 OCT	DEPT OF PARKS/WILDLIFE KARRATHA AU GOVERNMENT SERVICES NOT ELSE	150.00	
05 OCT	QANTAS AIRWAQCR0000282 MASCOT AU QANTAS	331.80	
06 OCT	QANTAS AIRWAYS LTD MASCOT AU QANTAS	806.39	
06 OCT	WWW.INGOGO MASCOT AU TAXICABS/LIMOUSINES	17.01	
06 OCT	WWW.INGOGO MASCOT AU TAXICABS/LIMOUSINES	18.48	
06 OCT	JAYCAR PTY LTD RYDALMERE AU ELECTRICAL PARTS AND EQUIPME	498.85	
07 OCT	SWAN TAXIS 13 13 30 VICTORIA PARK AU TAXICABS/LIMOUSINES	35.28	
07 OCT	DOT - LICENSING TOM PRICE AU GOVERNMENT SERVICES NOT ELSE	24.20	
12 OCT	PAYPAL *WILLOWWAREA 4029357733 AU MISCELLANEOUS HOUSE FURNISHI	228.05	
18 OCT	CERAMIC TILE SUP WAN WANGARA AU FLOOR COVERING, RUG & CARPET	66.00	
21 OCT	BEST WESTERN KARRATH KARRATHA AU BEST WESTERN HOTELS	246.65	
25 OCT	VIRGIN AUSTRALIA AIRLINSRING HILL AU AIRLINES, AIR CARRIERS	898.00	
25 OCT	VIRGIN AUSTRALIA AIRLINSRING HILL AU AIRLINES, AIR CARRIERS	11.00	

BusinessChoice Everyday VISA Card			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
25 OCT	THE LODGE AND SOUTH HE SOUTH HEDLAND AU	149.00	
26 OCT	HOTELS, MOTELS, RESORTS - LO		
26 OCT	WESTAIR INTERNATIONAL BIBRA LAKE AU	159.50	
27 OCT	INDUSTRIAL SUPPLIES, NOT ELS		
27 OCT	NESPRESSO AUSTRALIA NORTH SYDNEY AU	204.00	
	MISCELLANEOUS FOOD STORES -		
	Sub Total:	3,978.33	
	Miscellaneous Transactions		
02 NOV	TRANSFER CLOSING BALANCE TO BILLING ACCT	3,978.33 -	
	Sub Total:	3,978.33 -	
	Grand Total:	0.00	

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

Cardholder Signature _____ Date _____

Transactions examined and approved.

Manager/Supervisor Signature _____ Date _____

LIST OF PAYMENTS FOR NOVEMBER 2016

KIM PARKS
\$15,000

04-10-2016	COLES SUPERMARKETS - TOM PRICE	Morning tea supplies for Plant Operator Training 04.10.16	26.20
03-10-2016	KEY2CREATIVE	Payment of overdue invoice with immediate payment required for E-Learning Website	396.00
05-10-2016	TOM PRICE BETTA HOME LIVING	Bed overlay for Willow Road Transit House	89.95
05-10-2016	QANTAS	Return flights for Amber Stevenson to attend L&D Activity Paraburdoo to Perth 04.12.16 - 08.12.16	383.00
05-10-2016	THE RANGES KARRATHA	Accommodation for Chanel Kemp to attend L&D Activity 05.10.16 - 07.10.16	466.21
05-10-2016	AVENTEDGE PTY LTD	Registration for Amber Stevenson to attend L&D Activity - Women in Leadership Summit Australia in Perth 5th - 7th December 2016	3,298.90
28-10-2016	QANTAS	Return flights for Vijay Krishnan (FIFO) from Perth to Paraburdoo 30.10.16 - 10.11.16	678.80
07-10-2016	SODEXO REMOTE SITES AUSTRALIA	Accommodation for Plant Operator Trainer	1,050.00
08-10-2016	NEPEAN OFFICE FURNITURE	Secure cord cable management tape to rectify recent action items highlighted in site inspection	187.00
12-10-2016	QANTAS	Return flights for Helen Melville to attend L&D Activity Paraburdoo - Perth 30.11.16 - 03.12.16	546.00
12-10-2016	VIRGIN AUSTRALIA	Surcharge for return flights for Chanel Kemp to attend L&D Activity Onslow to Perth 21.11.16 - 25.11.16	7.77
12-10-2016	VIRGIN AUSTRALIA	Return flights for Chanel Kemp to attend L&D Activity Onslow to Perth 21.11.16 - 25.11.16	598.00
12-10-2016	ESPLANADE HOTEL FREMANTLE	Accommodation for Brenton Hall to attend L&D Activity 13.09.16 - 17.09.16	890.38
18-10-2016	SODEXO REMOTE SITES AUSTRALIA PTY LTD	Accommodation at Windawarri for Trainer Calen Feron 17.10.16 - 18.10.16	210.00
19-10-2016	ONSLow BEACH RESORT	Accommodation for Trainer Calen Feron 18.10.16 - 19.10.16	311.50
19-10-2016	SODEXO REMOTE SITES AUSTRALIA	Accommodation for Calen Feron at Windawarri Lodge - Trainer 19.10.19 - 20.10.16	210.00
21-10-2016	COLES SUPERMARKETS - TOM PRICE	Recognition of Service Giftcards	450.00
21-10-2016	COLES SUPERMARKETS - TOM PRICE	Recognition of Service Giftcards	300.00
21-10-2016	QANTAS	Fee for change of flight for Kim Parks (FIFO) to accommodate meeting on 24.10.16	88.00
27-10-2016	SITE SKILLS TRAINING	Enrolment for Online Fire Warden Training for Jeremy Hamilton 27.10.16	49.00
28-10-2016	QANTAS	Return flights for Beth Campbell to attend L&D Activity - Karratha to Perth 21.11.16 - 25.11.16	670.60
06-10-2016	QANTAS	Return flights for Joy Lewis to attend L&D Activity Paraburdoo to Perth 21.11.16 - 25.11.16	678.80
29-10-2016	SAGE PERTH	Accommodation for Ben Sharman to attend L&D Activity 24.10.16 - 29.10.16	416.12
Total			12,002.23

BusinessChoice Everyday VISA Card Statement

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Any statement entries for purchases or cash advances made in a foreign currency show the foreign currency transaction amount converted into Australian dollars by the applicable credit card scheme. Any applicable Westpac Foreign Transaction Fee (described below as "Foreign Transaction Fee") charged is shown as a separate entry.

Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Mr Kimberley Charles Parks	4293 1830 0193 3565	15,000	15,000.00

Statement From	Statement To	Facility Number
04 OCT 2016	02 NOV 2016	00028553

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	12,002.23	0.00	0.00	12,002.23 -	0.00	0.00	0.00



Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

* If you have set up a direct debit arrangement for making automatic repayments to your BusinessChoice credit card account, and there have been two failed direct debit transactions (that is, we cannot withdraw the nominated amount from your nominated account) in consecutive months due to insufficient funds in the nominated account, we may, at our sole discretion:

1. Cancel your BusinessChoice Facility Autopay Request Form- Direct Debit Request (New change)
2. Impose a fee or charge (No change- We currently charge a \$9 missed payment fee when payment is not received by statement due date)
3. Charge interest on any unpaid purchases outstanding (No change)

If your Direct Debit Request is cancelled, you must arrange to either set up a new Autopay Request Form- Direct Debit Request or use alternative payment methods so we can process your payment.

Please ensure that there are sufficient funds available in the nominated account to allow direct debit payments to be made in accordance with your BusinessChoice Facility Autopay Request Form- Direct Debit Request.

Please remember any payments made into the Billing account that places the Billing Account into credit or results in a zero balance at the payment due date, your direct debit will still continue to take place. This also applies if you make an additional payment into the Billing Account that is only a partial payment and still leaves a debit balance on the Billing Account, your direct debit arrangement for the month will remain unchanged and continue to take place.

BusinessChoice Everyday VISA Card

Date of Transaction	Description	Debits/Credits	Cardholder Comments
	Purchases		
04 OCT	COLES 0328 TOM PRICE AU GROCERY STORES, SUPERMARKETS	26.20	
03 OCT	MUSTANG THREE PTY LT LEEDERVILLE AU COMMERICAL PHOTOGRAPHY, ART	396.00	
05 OCT	TOM PRICE FURNITURE TOM PRICE AU HOUSEHOLD APPLIANCE STORES	89.95	
05 OCT	QANTAS AIRWAYS LTD MASCOT AU QANTAS	383.00	
05 OCT	THE RANGES KARRATHA KARRATHA AU HOTELS, MOTELS, RESORTS - LO	466.21	
05 OCT	AVENTEDGE NORTH SYDNEY AU MEMBERSHIP CLUBS, (SPORTS, R	3,298.90	
06 OCT	QANTAS AIRWAYS LTD MASCOT AU QANTAS	678.80	
07 OCT	SODEXO REMOTE SITES AU TOM PRICE AU CATERERS	1,050.00	
08 OCT	NEPEAN OFFICE FURNIT JAMISONTOWN AU FURNITURE, HOME FURNISHINGS	187.00	
12 OCT	QANTAS AIRWAYS LTD MASCOT AU QANTAS	546.00	
12 OCT	VIRGIN AUSTRALIA AIRLINSRING HILL AU AIRLINES, AIR CARRIERS	7.77	
12 OCT	VIRGIN AUSTRALIA AIRLINSRING HILL AU AIRLINES, AIR CARRIERS	598.00	
12 OCT	ESPLANADE FREMANTLE A FREMANTLE AU HOTELS, MOTELS, RESORTS - LO	890.38	
18 OCT	SODEXO REMOTE SITES AU TOM PRICE AU CATERERS	210.00	
19 OCT	ONSLOW BEACH RESORT ONSLOW AU HOTELS, MOTELS, RESORTS - LO	311.50	



BusinessChoice Everyday VISA Card			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
19 OCT	SODEXO REMOTE SITES AU TOM PRICE AU CATERERS	210.00	
21 OCT	COLES 0328 TOM PRICE AU GROCERY STORES, SUPERMARKETS	450.00	
21 OCT	COLES 0328 TOM PRICE AU GROCERY STORES, SUPERMARKETS	300.00	
21 OCT	QANTAS AIRWAYS LTD MASCOT AU QANTAS	88.00	
27 OCT	SITE SKILLS GROUP BRISBANE AU SCHOOLS & EDUCATIONAL SERVIC	49.00	
28 OCT	QANTAS AIRWAYS LTD MASCOT AU QANTAS	670.60	
28 OCT	QANTAS AIRWAYS LTD MASCOT AU QANTAS	678.80	
29 OCT	Sage Perth FDI Perth AU HOTELS, MOTELS, RESORTS - LO	416.12	
	Sub Total:	12,002.23	
	Miscellaneous Transactions		
02 NOV	TRANSFER CLOSING BALANCE TO BILLING ACCT	12,002.23 -	
	Sub Total:	12,002.23 -	
	Grand Total:	0.00	

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

Cardholder Signature _____ Date _____

Transactions examined and approved.

Manager/Supervisor Signature _____ Date _____

LIST OF PAYMENTS FOR NOVEMBER 2016

ANIKA SERER
\$5,000

02-10-2016	BOARDSHOP AUSTRALIA	Purchase of a Skateboard as a prize for the naming and sign design competition for the Onslow Skate Park	189.00
03-10-2016	GO EASY ONLINE	Purchase of a Madd Gear Scooter as a prize for the naming and sign design competition for the Onslow Skate park	244.00
05-10-2016	AMOMA.COM	Accommodation for Anika at Travelodge Perth to attend meetings with LGIS, Chevron and Thalanyji 11.10.16 - 12.10.16	255.56
06-10-2016	QANTAS	Return flights for Anika from Paraburdoo to Perth to attend meetings with LGIS, Chevron and Thalanyji 11.10.16 - 12.10.16	836.79
12-10-2016	SWAN TAXIS	Taxi for Anika from hotel to meeting in West Perth with Thalanyji 12.10.16	15.23
12-10-2016	INGOGO TAXI	Taxi for Anika from Chevron Building to Perth Airport for flight home 12.10.16	30.98
18-10-2016	VIRGIN AUSTRALIA	Credit Card surcharge for Paul Byard - flights from Onslow to Perth 20.12.16	3.89
18-10-2016	VIRGIN AUSTRALIA	Flight for Paul Byard (FIFO Employee) from Onslow to Perth 20.12.16	299.00
18-10-2016	VIRGIN AUSTRALIA	Credit Card surcharge for Paul Byard - return flights FIFO Employee from Onslow to Perth 11.11.16 - 29.11.16	7.77
18-10-2016	VIRGIN AUSTRALIA	Return flights for Paul Byard (FIFO Employee) from Onslow to Perth 11.11.16 - 29.11.16	598.00
21-10-2016	THE BOX MAN	50 x Competition entry boxes for the Buy Local Campaign being held in November and December 2016 for Local businesses in the Shire	340.00
25-10-2016	HOLSTENS	Event accessories fro the Partnership End of Year Celebration on 22.11.16	291.04
29-10-2016	ONSLow BEACH RESORT	Accommodation for Anika at the Onslow Beach Resort to attend the Shire Complex Opening 27.10.16 - 29.10.16	598.00
31-10-2016	SODEXO	Catering for the Tom Price ARA Workshop	193.88
Total			3,903.14

BusinessChoice Everyday VISA Card Statement

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards service available 24 hours a day, 7 days a week.

Any statement entries for purchases or cash advances made in a foreign currency show the foreign currency transaction amount converted into Australian dollars by the applicable credit card scheme. Any applicable Westpac Foreign Transaction Fee (described below as "Foreign Transaction Fee") charged is shown as a separate entry.

Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Ms Aj Serer	4293 1830 0184 4879	5,000	5,000.00
Statement From	Statement To	Facility Number	
04 OCT 2016	02 NOV 2016	00028553	

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	3,943.23	0.00	0.00	3,943.23 -	0.00	0.00	0.00

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

* If you have set up a direct debit arrangement for making automatic repayments to your BusinessChoice credit card account, and there have been two failed direct debit transactions (that is, we cannot withdraw the nominated amount from your nominated account) in consecutive months due to insufficient funds in the nominated account, we may, at our sole discretion:

1. Cancel your BusinessChoice Facility Autopay Request Form- Direct Debit Request (New change)
2. Impose a fee or charge (No change- We currently charge a \$9 missed payment fee when payment is not received by statement due date)
3. Charge interest on any unpaid purchases outstanding (No change)

If your Direct Debit Request is cancelled, you must arrange to either set up a new Autopay Request Form- Direct Debit Request or use alternative payment methods so we can process your payment.

Please ensure that there are sufficient funds available in the nominated account to allow direct debit payments to be made in accordance with your BusinessChoice Facility Autopay Request Form- Direct Debit Request.

Please remember any payments made into the Billing account that places the Billing Account into credit or results in a zero balance at the payment due date, your direct debit will still continue to take place. This also applies if you make an additional payment into the Billing Account that is only a partial payment and still leaves a debit balance on the Billing Account, your direct debit arrangement for the month will remain unchanged and continue to take place.

BusinessChoice Everyday VISA Card

Date of Transaction	Description	Debits/Credits	Cardholder Comments
	Purchases		
02 OCT	BOARDSHOP AUSTRALIA 1300786533 AU	189.00	
	MEN'S & LADIES CLOTHING STOR		
03 OCT	GO EASY ONLINE RAVENHALL AU	244.00	
	DIRECT MARKETERS NOT ELSEWHE		
05 OCT	AMOMA.COM HOTELS WWW.AMOMA.COM FR	255.65	
	INC FX FEE AUD \$7.44		
	TRAVEL AGENCIES AND TOUR OPE		
06 OCT	QANTAS AIRWAYS LTD MASCOT AU	836.79	
	QANTAS		
12 OCT	SWAN TAXIS 13 13 30 VICTORIA PARK AU	15.23	
	TAXICABS/LIMOUSINES		
12 OCT	WWW.INGOGO MASCOT AU	30.98	
	TAXICABS/LIMOUSINES		
18 OCT	VIRGIN AUSTRALIA AIRLINSRING HILL AU	3.89	
	AIRLINES, AIR CARRIERS		
18 OCT	VIRGIN AUSTRALIA AIRLINSRING HILL AU	299.00	
	AIRLINES, AIR CARRIERS		
18 OCT	VIRGIN AUSTRALIA AIRLINSRING HILL AU	7.77	
	AIRLINES, AIR CARRIERS		
18 OCT	VIRGIN AUSTRALIA AIRLINSRING HILL AU	598.00	
	AIRLINES, AIR CARRIERS		
21 OCT	THE BOX MAN WELSHPOOL AU	340.00	
	MISCELLANEOUS & SPECIALTY RE		
25 OCT	HOLSTENS PTY LTD HINDMARSH AU	291.04	
	FLORISTS		
29 OCT	ONSLow BEACH RESORT ONSLOW AU	638.00	
	HOTELS, MOTELS, RESORTS - LO		
31 OCT	SODEXO REMOTE SITES BALCATTa AU	193.88	
	CATERERS		

BusinessChoice Everyday VISA Card			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
	Sub Total:	3,943.23	
	Miscellaneous Transactions		
02 NOV	TRANSFER CLOSING BALANCE TO BILLING ACCT	3,943.23 -	
	Sub Total:	3,943.23 -	
	Grand Total:	0.00	

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

Cardholder Signature _____ Date _____

Transactions examined and approved.

Manager/Supervisor Signature _____ Date _____

LIST OF PAYMENTS FOR NOVEMBER 2016

**LYNNETTE
O'REILLY
\$9,000**

04-10-2016 QANTAS	Extra baggage charge for Anton Pulvirenti, Chalk Artwork for Mental Health Month	30.00
04-10-2016 SODEXO REMOTE SITES AUSTRALIA	Accommodation for Mike Cornish at Rocklea Palms 05.10.16-09.10.16 to facilitate Paraburdoo School Holiday Program	410.00
04-10-2016 SODEXO REMOTE SITES AUSTRALIA	Accommodation for Trey McKenzie at Windawarri 03.10.16 - 05.10.16 - Facilitator for the Tom Price Holiday Program	420.00
05-10-2016 SODEXO REMOTE SITES AUSTRALIA	Accommodation for Anton Pulvirenti at Pannawonica Village 04.10.16 - 05.10.16 to facilitate Art Workshop for the Pannawonica School Holiday Program	170.00
06-10-2016 SODEXO REMOTE SITES AUSTRALIA	Accommodation for Mike Cornish at Windawarri 05.10.16 - 09.10.16 to facilitate the Paraburdoo School Holiday Program	680.00
06-10-2016 SODEXO REMOTE SITES AUSTRALIA	Accommodation for Trey McKenzie at Rocklea Palms 05.10.16- 09.10.16 to facilitate the Paraburdoo Welcome to Town	680.00
08-10-2016 SODEXO REMOTE SITES AUSTRALIA	Accommodation for Anton Pulvirenti at Windawarri 08.10.16 - 09.10.16 for 3D Chalk Artwork for Mental Health Month	210.00
10-10-2016 OZWASHROOM	Smokers floor Ashtrays for the Onslow Shire Complex	212.60
11-10-2016 SODEXO REMOTE SITES AUSTRALIA	Accommodation for David Ward, Nicole Bardwell, Gen Knowles, Tim Robertson at Rocklea Palms 08.10.16-09.10.16 to participate in the Paraburdoo Child Care Centre Opening Event	1,700.00
17-10-16 SODEXO REMOTE SITES AUSTRALIA	Accommodation for Mike Cornish and Trey McKenzie in Pannawonica to facilitate the Pannawonica School Holiday Program 09.10.16 - 11.10.16	680.00
04-10-2016 SODEXO REMOTE SITES AUSTRALIA	Accommodation for Jeremy Harris at Windawarri for the Tom Price Community Sundowner Event 22.10.16 - 24.10.16	420.00
Total		5,612.60

**LEE REDDELL
\$5,000**

Total -

BusinessChoice Everyday VISA Card Statement

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Any statement entries for purchases or cash advances made in a foreign currency show the foreign currency transaction amount converted into Australian dollars by the applicable credit card scheme. Any applicable Westpac Foreign Transaction Fee (described below as "Foreign Transaction Fee") charged is shown as a separate entry.

Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Ms L M O'Reilly	4293 1830 0209 0407	8,000	8,000.00
Statement From	Statement To	Facility Number	
04 OCT 2016	02 NOV 2016	00028553	

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	5,612.60	0.00	0.00	5,612.60 -	0.00	0.00	0.00

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

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1. Cancel your BusinessChoice Facility Autopay Request Form- Direct Debit Request (New change)
2. Impose a fee or charge (No change- We currently charge a \$9 missed payment fee when payment is not received by statement due date)
3. Charge interest on any unpaid purchases outstanding (No change)

If your Direct Debit Request is cancelled, you must arrange to either set up a new Autopay Request Form- Direct Debit Request or use alternative payment methods so we can process your payment.

Please ensure that there are sufficient funds available in the nominated account to allow direct debit payments to be made in accordance with your BusinessChoice Facility Autopay Request Form- Direct Debit Request.

Please remember any payments made into the Billing account that places the Billing Account into credit or results in a zero balance at the payment due date, your direct debit will still continue to take place. This also applies if you make an additional payment into the Billing Account that is only a partial payment and still leaves a debit balance on the Billing Account, your direct debit arrangement for the month will remain unchanged and continue to take place.

BusinessChoice Everyday VISA Card

Date of Transaction	Description	Debits/Credits	Cardholder Comments
	Purchases		
04 OCT	QANTAS AIRWAYS LTD MASCOT AU	30.00	
	QANTAS		
04 OCT	SODEXO REMOTE SITES AU TOM PRICE AU	410.00	
	CATERERS		
04 OCT	SODEXO REMOTE SITES AU TOM PRICE AU	420.00	
	CATERERS		
05 OCT	SODEXO REMOTE SITES AU PANNAWONICA AU	170.00	
	CATERERS		
06 OCT	SODEXO REMOTE SITES AU PARABURDOO AU	680.00	
	HOTELS, MOTELS, RESORTS - LO		
06 OCT	SODEXO REMOTE SITES AU PARABURDOO AU	680.00	
	HOTELS, MOTELS, RESORTS - LO		
08 OCT	SODEXO REMOTE SITES AU TOM PRICE AU	210.00	
	CATERERS		
10 OCT	OZWASHROOM 61395600490 AU	212.60	
	INDUSTRIAL SUPPLIES, NOT ELS		
11 OCT	SODEXO REMOTE SITES AU PARABURDOO AU	1,700.00	
	HOTELS, MOTELS, RESORTS - LO		
17 OCT	SODEXO REMOTE SITES AU PANNAWONICA AU	680.00	
	CATERERS		
23 OCT	SODEXO REMOTE SITES AU TOM PRICE AU	420.00	
	CATERERS		
	Sub Total:	5,612.60	
	Miscellaneous Transactions		
02 NOV	TRANSFER CLOSING BALANCE TO BILLING ACCT	5,612.60 -	
	Sub Total:	5,612.60 -	
	Grand Total:	0.00	

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

Cardholder Signature _____ Date _____

Transactions examined and approved.

Manager/Supervisor Signature _____ Date _____

LIST OF PAYMENTS FOR NOVEMBER 2016

FRANK LUDOVICO

\$5,000

18-10-2016 PIVOTEL	Monthly fee for GEN3 Spot Tracker Emergency Beacons for staff travel within the Shire	205.99
21-10-2016 BEST WESTERN KARRATHA CENTRAL APARTMENTS	Accommodation for Freemond Ng to attend meeting with City of Karratha 20.10.16. - 21.10.16	221.98
21-10-2016 BEST WESTERN KARRATHA CENTRAL APARTMENTS	Accommodation for Andy Grant to attend meeting with the City of Karratha including meals for Andy Grant, Freemond Ng and Jayde Robbins	443.94
02-11-2016 THE BLUE POD COFFEE CO. P/L	Coffee Pods for Tom Price Administration Building	600.00
Total		1,471.91

BusinessChoice Everyday VISA Card Statement

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Any statement entries for purchases or cash advances made in a foreign currency show the foreign currency transaction amount converted into Australian dollars by the applicable credit card scheme. Any applicable Westpac Foreign Transaction Fee (described below as "Foreign Transaction Fee") charged is shown as a separate entry.

Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Franco Ludovico	4293 1830 0170 6185	10,000	10,000.00
Statement From	Statement To	Facility Number	
04 OCT 2016	02 NOV 2016	00028553	

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	1,471.91	0.00	0.00	1,471.91 -	0.00	0.00	0.00

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1. Cancel your BusinessChoice Facility Autopay Request Form- Direct Debit Request (New change)
2. Impose a fee or charge (No change- We currently charge a \$9 missed payment fee when payment is not received by statement due date)
3. Charge interest on any unpaid purchases outstanding (No change)

If your Direct Debit Request is cancelled, you must arrange to either set up a new Autopay Request Form- Direct Debit Request or use alternative payment methods so we can process your payment.

Please ensure that there are sufficient funds available in the nominated account to allow direct debit payments to be made in accordance with your BusinessChoice Facility Autopay Request Form- Direct Debit Request.

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BusinessChoice Everyday VISA Card

Date of Transaction	Description	Debits/Credits	Cardholder Comments
18 OCT	Purchases PIVOTEL SATELLITE WAHROONGA AU	205.99	
	TELECOMMUNICATIONS EQUIPMENT		
21 OCT	BEST WESTERN KARRATH KARRATHA AU	221.98	
	BEST WESTERN HOTELS		
21 OCT	BEST WESTERN KARRATH KARRATHA AU	443.94	
	BEST WESTERN HOTELS		
02 NOV	BLUE POD COFFEE MULGRAVE AU	600.00	
	EQUIPMENT RENTAL & LEASING S		
	Sub Total:	1,471.91	
	Miscellaneous Transactions		
02 NOV	TRANSFER CLOSING BALANCE TO BILLING ACCT	1,471.91 -	
	Sub Total:	1,471.91 -	
	Grand Total:	0.00	

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

Cardholder Signature _____ **Date** _____

Transactions examined and approved.

Manager/Supervisor Signature _____ **Date** _____

LIST OF PAYMENTS FOR NOVEMBER 2016

CEO NEIL HARTLEY

\$10,000

04-10-2016 AUSSIE TELECOM	Security Software for Library Computers	84.86
05-10-2016 DEPARTMENT OF PARKS AND WILDLIFE	Accommodation for Cr Lorraine Thomas in Millstream for meeting with Aboriginal Corporation regarding Tourism 28.09.16	50.00
08-10-2016 PARABURDOO INN	Dinner for VIP Guests for Paraburdoo Childcare Opening 08.10.16	224.30
08-10-2016 PARABURDOO INN	Refreshments for VIP Guests for Paraburdoo Childcare Opening 08.10.16	77.50
12-10-2016 SODEXO REMOTE SITES AUSTRALIA	Catering for Ordinary Council Meeting 25.10.16 delivered to Clem Thompson Sports Pavilion 25.10.16	348.43
13-10-2016 QUEST WEST PERTH	Accommodation for CEO Neil Hartley to attend meetings in Perth with Vince Catania and Stephen Dawson to discuss Tom Price to Karratha Route	173.57
18-10-2016 TALBOT WALSH ENGRAVING & SIGNS	Onslow Shire Complex Opening - Design and construction of the Plaque	654.50
19-10-2016 APPLE ONLINE	Apple Support - iPhone repair - postage	19.95
19-10-2016 APPLE ONLINE	Apple Support - iPhone Repair	189.00
21-10-2016 THE ESPLANADE HOTEL	The Esplanade Hotel - Accommodation for CEO Neil Hartley to attend PRC Meeting in Port Hedland 20.10.16 - 21.10.16	218.23
25-10-2016 LEADKINTO CATERING - RED BREEZE	Council Meeting Dinner & Refreshments - Tom Price 25.10.16	715.37
28-10-2016 VIRGIN AUSTRALIA	Return flight - Payment Surcharge for Cr Kerry White Onslow to Perth to attend meeting with Sodexo Management 08.11.16 - 09.11.16,	7.77
28-10-2016 VIRGIN AUSTRALIA	Return flight for President Kerry White - Onslow to Perth to attend meeting with Sodexo Management 08.11.16 - 09.11.16	598.00
28-10-2016 SITE SKILLS TRAINING	Six employees to complete online Fire Warden Training	294.00
28-10-2016 LGMA (WA) DIVISION	2016-17 Fellowship Membership for Frank Ludovico	513.00
28-10-2016 LGMA (WA) DIVISION	2016-17 Fellow Membership for CEO Neil Hartley	513.00
31-10-2016 DROPBOX	Premium Dropbox monthly subscription for Media for the month of October 2016	13.61
31-10-2016 ST JOHN AMBULANCE WESTERN AUSTRALIA - BELMONT	Workplace Wall mount First Aid Kit for the new Onslow Shire Complex	249.95
31-10-2016 WOLTERS KLUWER	Australian Masters Human Resources Guide	150.00
Total		5,095.04

BusinessChoice Everyday VISA Card Statement

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Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Mr N. P. Hartley	4293 1830 0181 3395	10,000	10,000.00
Statement From	Statement To	Facility Number	
04 OCT 2016	02 NOV 2016	00028553	

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	5,095.04	0.00	0.00	5,095.04 -	0.00	0.00	0.00

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

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1. Cancel your BusinessChoice Facility Autopay Request Form- Direct Debit Request (New change)
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3. Charge interest on any unpaid purchases outstanding (No change)

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BusinessChoice Everyday VISA Card

Date of Transaction	Description	Debits/Credits	Cardholder Comments
	Purchases		
04 OCT	AUSSIE TELECOM PTY L VAUCLUSE AU TELECOMMUNICATIONS EQUIPMENT	84.86	
05 OCT	DEPT OF PARKS/WILDLIFE KARRATHA AU GOVERNMENT SERVICES NOT ELSE	50.00	
08 OCT	PARABURDOO BISTRO PARABURDOO AU DRINKING PLACES (ALCOHOLIC B	224.30	
08 OCT	PARABURDO BTL SHOP PARABURDO AU DRINKING PLACES (ALCOHOLIC B	77.50	
12 OCT	SODEXO REMOTE SITES BALCATT AU CATERERS	348.43	
13 OCT	QUEST KINGS PARK ROAD WEST PERTH AU HOTELS, MOTELS, RESORTS - LO	173.57	
18 OCT	TALBOT WALSH CARLISLE AU MISCELLANEOUS REPAIR SHOPS &	654.50	
19 OCT	APPLE ONLINE STORE SYDNEY AU COMPUTERS, PERIPHERALS, SOFT	19.95	
19 OCT	APPLE ONLINE STORE SYDNEY AU COMPUTERS, PERIPHERALS, SOFT	189.00	
21 OCT	THE ESPLANADE HOTEL PORT HEDLAND AU HOTELS, MOTELS, RESORTS - LO	218.23	
25 OCT	RED BREEZE TOM PRICE AU EATING PLACES, RESTAURANTS	715.37	
28 OCT	VIRGIN AUSTRALIA AIRLINSRING HILL AU AIRLINES, AIR CARRIERS	7.77	
28 OCT	VIRGIN AUSTRALIA AIRLINSRING HILL AU AIRLINES, AIR CARRIERS	598.00	
28 OCT	SITE SKILLS GROUP BRISBANE AU SCHOOLS & EDUCATIONAL SERVIC	294.00	
28 OCT	LOCAL GOVERNEMENT MANA EAST PERTH AU GOVERNMENT SERVICES NOT ELSE	513.00	

BusinessChoice Everyday VISA Card			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
28 OCT	LOCAL GOVERNEMENT MANA EAST PERTH AU GOVERNMENT SERVICES NOT ELSE	513.00	
31 OCT	DROPBOX*N3XL5D9J2M1P 415-986-7057 IE U. S. DOLLAR 9.99 INC FX FEE AUD \$0.39 ELECTRONIC/COMMERCE/INFORMAT	13.61	
31 OCT	ST JOHN AMBULANCE AU SMITHFIELD AU GOVERNMENT SERVICES NOT ELSE	249.95	
31 OCT	CCH AUSTRALIA LTD NORTH RYDE AU BUSINESS SERVICES NOT ELSEWH	150.00	
	Sub Total:	5,095.04	
	Miscellaneous Transactions		
02 NOV	TRANSFER CLOSING BALANCE TO BILLING ACCT	5,095.04 -	
	Sub Total:	5,095.04 -	
	Grand Total:	0.00	

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

Cardholder Signature _____ Date _____

Transactions examined and approved.

Manager/Supervisor Signature _____ Date _____

LIST OF PAYMENTS FOR NOVEMBER 2016

AMBER
STEVENS
\$1,000

19-10-2016 COLES SUPERMARKETS - TOM PRICE	Community Sundowner Event - 15 cartons of water	109.50
20-10-2016 COLES SUPERMARKETS - TOM PRICE	Batteries for lights for Onslow Administration Building Opening	68.50
20-10-2016 JACKSONS DRAWING SUPPLIES	Table top Easel for the Onslow Administration Building Opening	119.90
21-10-2016 MOUNTAIN VIEW SPORTING CLUB INC	Progressive Dinner - Dessert for 58 people	638.00
22-10-2016 COLES SUPERMARKETS - TOM PRICE	Supplies for Events	10.50
23-10-2016 COLES SUPERMARKETS - TOM PRICE	Bags of Ice for the Community Sundowner	39.00
Total		985.40
Total Credit Cards		33,048.65

BusinessChoice Everyday VISA Card Statement

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Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Ms Amber Stevenson	4293 1830 0194 6229	1,000	1,000.00
Statement From	Statement To	Facility Number	
04 OCT 2016	02 NOV 2016	00028553	

Summary of Changes in Your Account Since Last Statement

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		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	985.40	0.00	0.00	985.40 -	0.00	0.00	0.00

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BusinessChoice Everyday VISA Card

Date of Transaction	Description	Debits/Credits	Cardholder Comments
	Purchases		
19 OCT	COLES 0328 TOM PRICE AU GROCERY STORES, SUPERMARKETS	109.50	
20 OCT	COLES 0328 TOM PRICE AU GROCERY STORES, SUPERMARKETS	68.50	
20 OCT	JACKSONS DRAWING SUPPL BUNBURY AU STATIONERY, OFFICE & SCHOOL	119.90	
21 OCT	MOUNTAIN VIEW S/CLUB TOM PRICE AU MEMBERSHIP CLUBS, (SPORTS, R	638.00	
22 OCT	COLES 0328 TOM PRICE AU GROCERY STORES, SUPERMARKETS	10.50	
23 OCT	COLES 0328 TOM PRICE AU GROCERY STORES, SUPERMARKETS	39.00	
	Sub Total:	985.40	
	Miscellaneous Transactions		
02 NOV	TRANSFER CLOSING BALANCE TO BILLING ACCT	985.40 -	
	Sub Total:	985.40 -	
	Grand Total:	0.00	

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

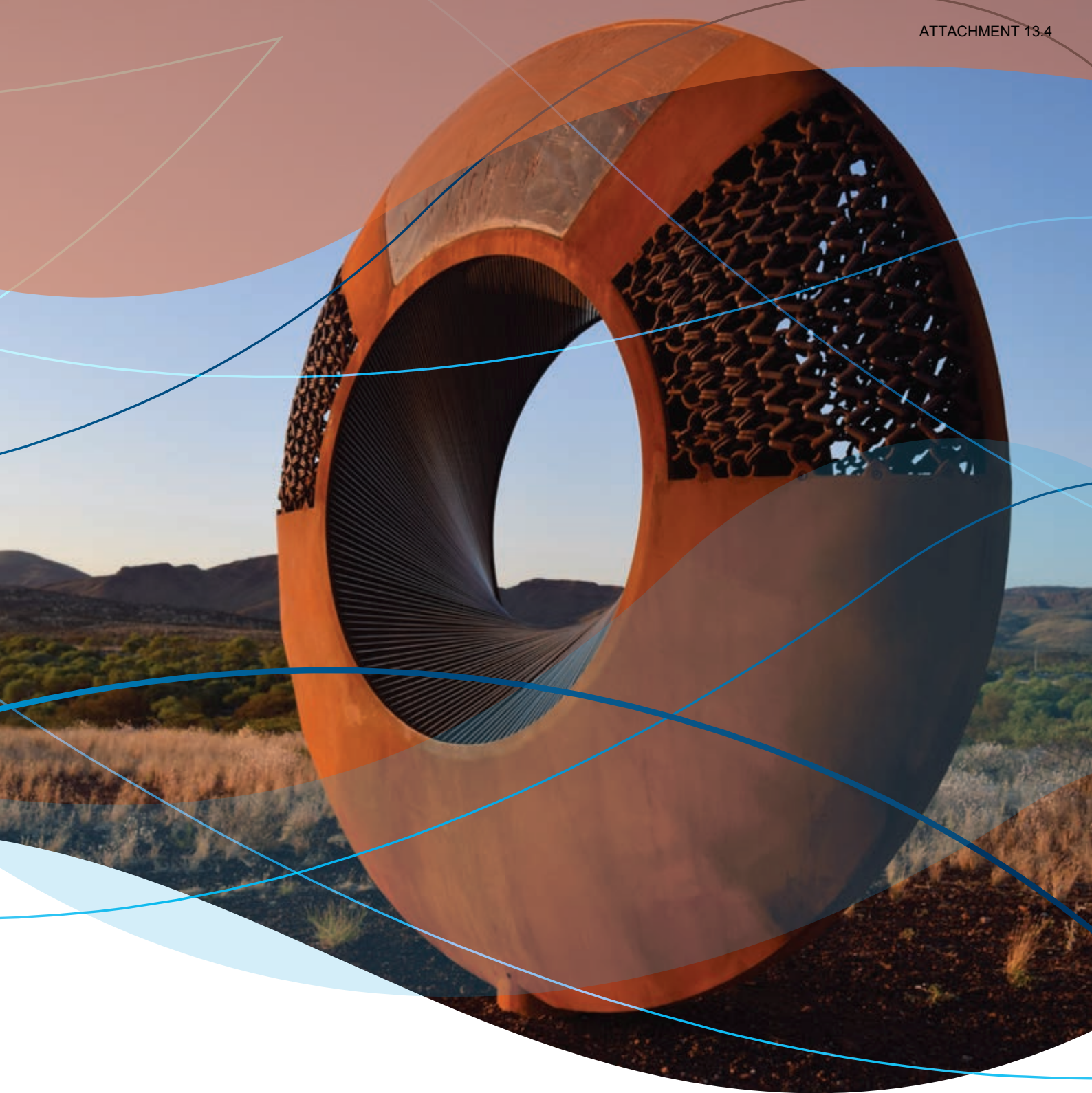
Cardholder Signature _____ Date _____

Transactions examined and approved.

Manager/Supervisor Signature _____ Date _____

LIST OF PAYMENTS FOR NOVEMBER 2016

		MUNICIPAL TOTALS
EFT TRANSACTIONS	\$	<u>3,809,536.93</u>
SUPER PAYMENTS		9,155.16
CHEQUES		34,899.64
CREDIT CARDS		<u>33,048.65</u>
	\$	<u><u>3,886,640.38</u></u>
		TRUST TOTALS
CHEQUES AND EFT TRANSACTION		<u>9,618.85</u>
	\$	<u><u>9,618.85</u></u>



Annual Report 2015/2016



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Shire President's Report

The Shire of Ashburton has made great progress in a number of large scale projects as well as continued diligence in operating a stable organisation that remains focused on good governance.

Throughout the year, the development of a number of key facilities have all been successfully progressed, with many of them set to open in the coming year. Each of these will provide valuable resources to our communities and ensure the sustainability of our towns as a great place to work and live. In Paraburdoo construction has begun on the new Childcare Centre which will offer a greater number of childcare services to working parents, and in Onslow, building of the new Shire Administration Complex has commenced. The Shire Complex will

replace the buildings lost to fire in 2013 and will house the Town Hall, Public Library, Customer Service and Council Chambers, along with a Wheatstone Information Centre. We look forward to once again having all Onslow staff in a single work place, as opposed to in numerous temporary office locations.

Council was delighted to receive confirmation from the Department of Regional Development that Cabinet had approved the Shire's application for \$5m of Royalties for Regions funding to assist in the construction of the new Paraburdoo Community Hub. The redevelopment will be a boost to Paraburdoo, replacing ageing infrastructure with vibrant facilities to better suit the needs of the town. Construction of the new Community Hub is programmed to commence in 2017.

The highly anticipated Onslow Airport was officially opened in August 2015 by Premier Colin Barnett and now provides passenger flights to and from Perth seven days per week.

Council has continued to focus on the enhancement of tourism within our Shire

and has dedicated funds to improving our service offering. New signage was installed at both the Tom Price and Onslow Visitor Centres, with Tom Price also receiving an internal refurbishment that allows for a more effective display of information.

The Ocean View Caravan Park in Onslow has also undergone a transformation after a review of the facility determined it needed to upgrade accommodation and services. Works included revitalised sites and cabins, amenities and services which will be a positive boost to Onslow's tourism capacity.

The Shire participated in the 2016 Karijini Experience as a gold sponsor, providing financial and operational support to this iconic event. Attendance at this year's event grew considerably with visitor feedback confirming the successful delivery of a cultural and inspirational week of activities, showcasing the beauty of both Karijini National Park and the Pilbara region.

We continue to work alongside both Rio Tinto and the Chevron-operated Wheatstone project to provide a full calendar of local events as well as improved community facilities. Our partnerships with the Pilbara Regional Council and Pilbara Development Commission remain focused on improving the sustainability and liveability of our region.

Local Government Elections were held in October which saw myself return to the Onslow Ward, Cr Lorraine Thomas to Tableland Ward, Cr Linton Rumble to Paraburdoo and Cr Peter Foster to Tom Price. Councillor retirements resulted in

Major Projects 2015/2016

two new members to Council, with Cr Glen Dellar in Ashburton Ward and Cr Melanie Gallanagh representing Pannawonica Ward. I am confident the new Council will continue to work hard together with a consolidated focus on the great progress we are making in the Shire of Ashburton.

Once again I would like to acknowledge the great work of both Councillors and staff who have worked tirelessly to deliver some outstanding results this year. It has been my privilege to lead the Council as Shire President, along with Deputy Cr Linton Rumble, and I look forward to the Shire's continuing achievements in the year ahead.

Kerry White - Shire President

Paraburdoo Childcare Centre

Onslow Multipurpose Courts

Onslow Swimming Pool

Onslow Skate Park

Upgrades to Visitor Centre's

Major infrastructure projects have been advanced which will provide valuable resources to our communities.

Our Councillors



CR KERRY WHITE
Shire President Onslow Ward



CR LINTON RUMBLE
Deputy Shire President Paraburdoo Ward



CR GLEN DELLAR
Ashburton Ward



CR MELANIE GALLANAGH
Pannawonica Ward



CR IVAN DIAS
Paraburdoo Ward



CR LORRAINE THOMAS
Tableland Ward



CR TONY BLOEM
Tom Price Ward



CR CECILIA FERNANDEZ
Tom Price Ward



CR PETER FOSTER
Tom Price Ward

CEO's Report

Over the past year the Shire has continued to focus on ensuring efficient, fair and effective operating procedures and I am pleased to reflect on the achievements made across each of our business areas.

Our finance team has reviewed and updated the Shire's Long Term Financial Plan as well as implemented an improved budget timeline for present and future projects. The Shire's procurement policy was revised as part of our framework for best practice principles, along with the implementation of a more efficient delegation structure that allows for a streamlined operational process.

The Shire's Infrastructure Services team successfully completed a large program of works in Paraburdoo, upgrading the town's drainage system. A large portion of the pipes dated back to the original installation in the 1970s and proved challenging at times. The investment in the new drainage system will prove worthwhile however and have a big impact on reducing flooding and overflows during the wet season.

After a lengthy consultation process with both the business community and residents a new policy was endorsed by Council for local and itinerant traders. Revised to alleviate parking and traffic concerns, as well as reduce trading congestion during peak times, the new policy sets clear guidelines as to the trading areas and requirements in each town. Local and visiting traders have a positive effect on our communities and the new policy aims to make the process more efficient for everyone.

It has been exciting to see many of our large scale infrastructure projects progress to the construction phase and we look forward to formally opening these buildings in the coming year.

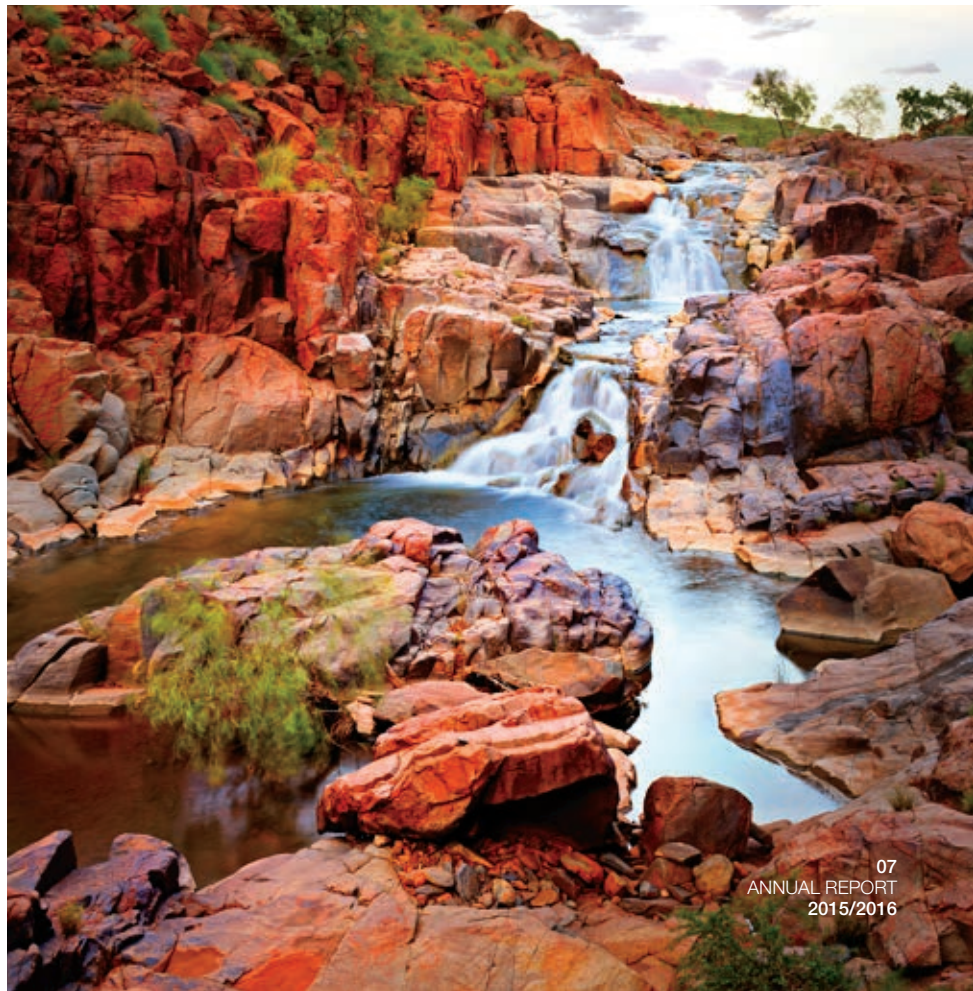
Working closely with our partners continues to be a key focus and their ongoing support is vital to being able to successfully deliver positive outcomes within our local communities. These include enhancement to infrastructure and amenities as well as a calendar of events and festivals which promote community engagement and the attraction of new residents.

A considerable amount of effort has been expended on leveraging funding through a comprehensive program of grant applications. A number of applications have been submitted, by the Shire as well as in partnership with the Pilbara Development Commission and the Pilbara Regional Council as we look for ways to continue the positive progression of regional development. We now await the outcomes of the grant approval process in the hope we can deliver additional projects over the coming year.

A review of the Shire's planning schemes and strategic plans are currently underway, and these will help shape the path for the future of our organisation.

Our Councillors dedicate many hours to setting the strategic direction for the Shire and our staff work hard to produce the required results. I would like to take this opportunity to thank them for their tireless efforts and for this year's numerous achievements.

Over the past year the Shire has continued to focus on ensuring efficient, fair and effective operating procedures and I am pleased to reflect on the achievements made across each of our business areas.



Our Executive Team



The Ten Year
Community
Strategic Plan
provides
focus and
direction

NEIL HARTLEY**Office of CEO**

- Council Service
- Organisational Development
- Human Resources
- Staff Housing
- Workplace Health and Safety
- Media
- Communications
- Tourism
- Visitor Centre

LEE REDDELL**Development & Regulatory Services**

- Contract Management
- Design
- Project Management
- GIS
- Planning, Building and Health
- Ranger Services
- Emergency Services
- Traders Permits (food)

ANIKA SERER**Strategic & Economic Development**

- Project Initiation and Coordination
- Economic Development
- Integrated Planning Framework
- Community Strategic Plan
- Land Development
- Commercial Leases
- Relationship Management

LYNETTE O'REILLY**Community Development**

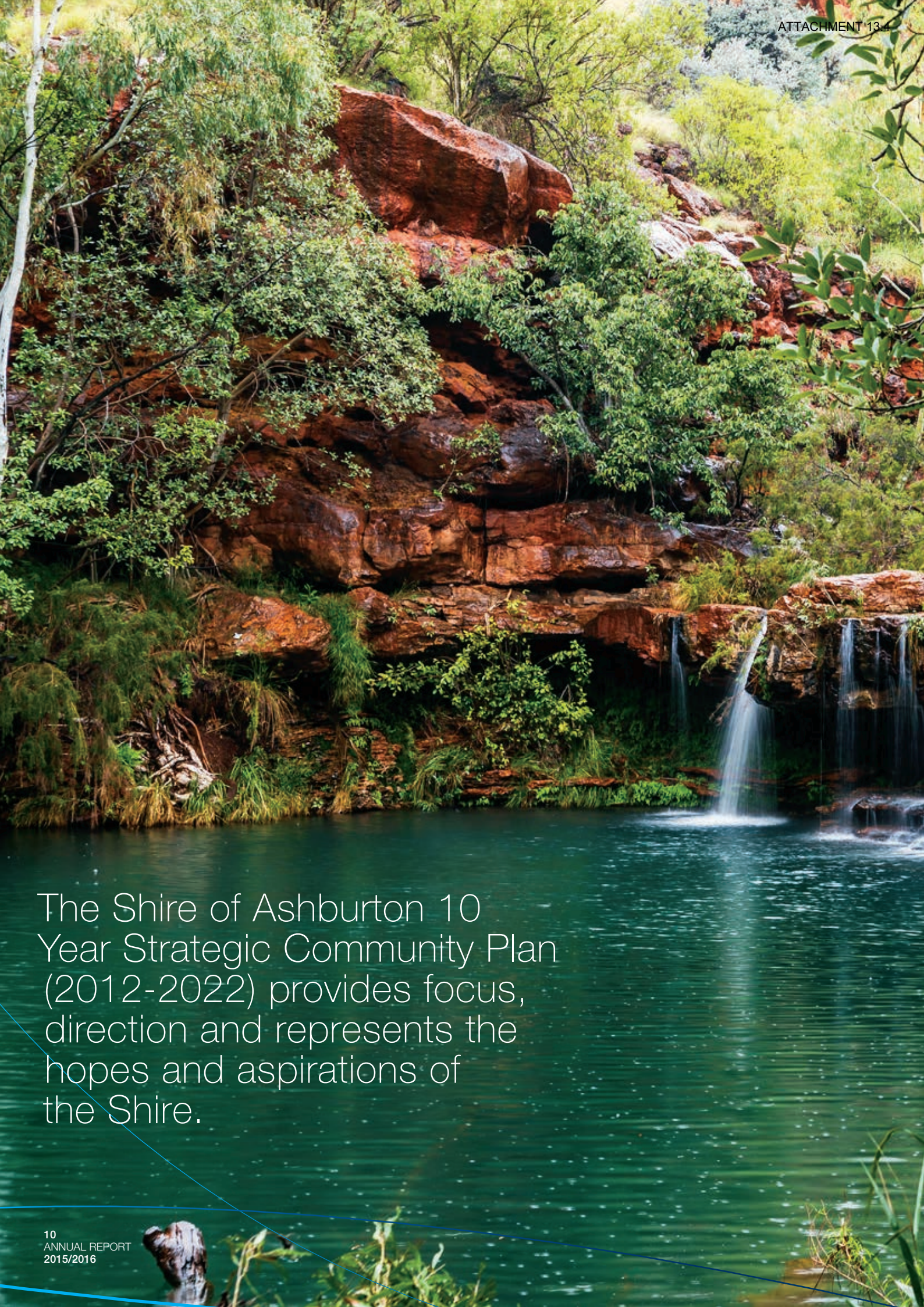
- Liquor Permits
- Library and Cultural Events
- Early Childhood, Youth, Seniors
- Community Reference and Advisory Groups
- Support for Community Groups
- Pools, Halls and Facilities
- Community Volunteers
- Club Development
- Traders Permits (events)

TROY DAVIS**Infrastructure Services**

- Airport
- Asset Management
- Building Maintenance (in-house works)
- Engineering
- Fleet
- Parks, Gardens and Infrastructure
- Private Works
- Roads
- Waste Management
- Depots
- Camps

FRANK LUDOVICO**Corporate Services**

- Governance
- Financial Services and Reporting
- Budget Preparation, Dissemination and Training
- Administration
- IT, GIS and Knowledge Management
- Financial
- Grants



The Shire of Ashburton 10 Year Strategic Community Plan (2012-2022) provides focus, direction and represents the hopes and aspirations of the Shire.



Strategic Community Plan

Following extensive community consultation, a Strategic Community plan was developed in 2012.

The Shire of Ashburton 10 Year Strategic Community Plan (2012-2022) provides focus, direction and represents the hopes and aspirations of the Shire.

The Shire completed a desktop review of the Plan in September 2015. In 2016/17 the Shire will conduct a full review of the Plan.

Our Vision

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

Our Mission

Working together, enhancing lifestyle and economic vitality.

Future Focus

The next four years will see a strong focus on:

- 1 Community inclusion and participation
- 2 Provision of infrastructure that enables economic and social vitality
- 3 Economic strength
- 4 Organisation stability
- 5 Staying ahead of the game
- 6 Development of our governance








Corporate Business Plan

































COMMUNITY GOAL 1 Community inclusion and participation

Objective/Aspirational Outcome

Developing the “whole of Shire” community in all its diversity – geographic, age, culture, employment arrangements etc. – in a challenging context of rapid and fluctuating growth, uncertainty and risk.

Strategic Initiative	Team & Status	Actions & Projects	2013/ 14	2014/ 15	2015/ 16	2016/ 17	Ongoing
Disability Access and Inclusion	Community Development	✓ DAIP reviewed and updated 2013 -2017. DAIP has been approved by Council, registered with the Disability Services Commission and is available on our website. To be reviewed annually. Annual review completed 2015/2016. DAIP to be updated 2017.	⊙		⊙		⊙
Multi-purpose community complex in Tom Price	Community Development	✓ Completed			⊙		
Multi-purpose community complex in Paraburdoo	Community Development	⏸ Funding secured. Due for construction over 2017/18.				⊙	
Multi-purpose community complex in Onslow	Community Development	✓ Completed	⊙				
Leased premises for groups and clubs	Community Development	✓ Completed (but ongoing). Updated Policy, Delegation, and Community Leases and Licenses. Funds being allocated annually to assist Clubs with compliance. Will be ongoing.		⊙	⊙		⊙


-  Completed
-  Progressing
-  Commenced and ongoing
-  Delayed or deferred
-  Target for completion

Strategic Initiative	Team & Status	Actions & Projects	2013/ 14	2014/ 15	2015/ 16	2016/ 17	Ongoing
Events and cultural activities	Community Development	 Funding secured through Rio Tinto for Tom Price, Paraburdoo and Pannawonica until 2017 for a variety of programs. This includes Australia Day, Anzac Day, Welcome to Town events, NAIDOC and Christmas celebrations. Similar funding is currently being sought through Chevron for activities and programs in Onslow. Further funding and/or support for community groups to run program continues (eg Nameless Festival). Current planning and working with RIO Tinto and Chevron for ongoing agreements.					
Youth services and programs; family services and programs; general programs	Community Development	 Funding secured through Rio Tinto for Tom Price, Paraburdoo and Pannawonica until 2017 for a variety of programs - this includes school holiday programs in Onslow. Similar funding is currently being sought through Chevron for activities and programs in Onslow. Further funding and/or support for community groups to run program continues (eg Nameless Festival). Current planning and working with Rio Tinto and Chevron for ongoing agreements.					
Leaping Lizards (expanded to broader community participation)	Community Development	 Replaced by Onslow Kids Kitchen Garden. Funding secured to cover until Dec 2016. Currently in negotiations to secure possible funding for 2017 as partnership with Chevron/Thalanyji.					
Community Sustainability (new)	Community Development	 Community Development Sustainability roles in place and operating across Tom Price, Paraburdoo and Pannawonica. Ongoing. Minor changes to structure to cater for sustainability, changes to be factored into new agreement as required.					
Objective/Aspirational Outcome							
Community capacity building (e.g. strengthening community groups and clubs).							
Club development (new)	Community Development	 Club Development teams in place and operating across Tom Price, Paraburdoo with a Youth Recreation and Development role in Pannawonica. All roles funded by Rio Tinto. Positions in place and part of review for new agreement will argue ongoing support for these roles as the communities continue to decline and lose capacity through key volunteers moving on.					
Objective/Aspirational Outcome							
Improved ways of engaging the community around meaningful options.							
Community engagement in strategy development; integrated planning and reporting	Community Development	 Community engagement practices already well in place across a variety of projects and programs. Will continue to progress this further in year 2-4 of the Corporate Business Plan, once community groups and organisations are well established and supported. Has been improved community engagement as a more focused approach to needs in current economic environment. Will be ongoing.					

Strategic Initiative	Team & Status	Actions & Projects	2013/ 14	2014/ 15	2015/ 16	2016/ 17	Ongoing
External communication and public relations (incl. social media strategy)	Governance & Executive Service	The Shire's Strategic Media Policy (including social media) has been enhanced to include both printed and digital channels to facilitate communication about latest news and events, community engagement campaigns, tourism strategies and emergency information. Since its re-activation in 2014, the Media team have worked to maintain a planned program of communication and engagement using the Shire's Facebook page and in this time have more than doubled the number of active page followers. The social media process and procedure guideline has been reviewed, with the objective to have additional Facebook administrators within the Community Development team providing a more effective approach to promoting the various events in each town.		⊙	⊙	⊙	⊙

Objective/Aspirational Outcome

Supporting volunteerism.

Volunteer Hubs in Paraburdoo, Onslow and Tom Price	Community Development	 Volunteer Hub in Tom Price established and operating (at Nintirri Health Centre). Paraburdoo and Onslow still in planning stages. Requires 2016/17 budget allocation to fund works. Needs increased focus.	⊙	⊙	⊙	⊙	⊙
Club development	Community Development	Monthly Club volunteer awards established and promoted through the Active Ashburton Newsletter (across Tom Price, Paraburdoo and Pannawonica via Rio Tinto funding). Planning in place for similar in Onslow. Grant funding gained to support volunteer week.	⊙	⊙	⊙	⊙	⊙



COMMUNITY GOAL 2 Provision of Infrastructure that enables economic and social vitality






Objective/Aspirational Outcome

































Community assets (direct provision and/or facilitating provision by others):





























Sport and recreation Aged care and medical services






Childcare

























Swimming Pools Tom Price, Paraburdoo (+ new playground) and Onslow (proposed – active pursuit)	Community Development	 Onslow swimming pool under construction and due for completion early 2017. Paraburdoo pool facility upgrade (change rooms etc) part of the CHUB Scope.	⊙	⊙	⊙	⊙	
Water spray park Paraburdoo (new)	Community Development	 Design has been drafted & costed (approx. \$600K) need to wait for final CHUB design to understand location and connections. Requires budget allocation to fund works.				⊙	
Courts (netball, basketball, tennis) Tom Price, Paraburdoo and Onslow	Community Development	New multipurpose courts in Onslow completed 2016; funding included in the Paraburdoo Community Hub to upgrade existing courts and construct new indoor multi-purpose sports hall.		⊙	⊙	⊙	⊙

-  Completed
-  Progressing
-  Commenced and ongoing
-  Delayed or deferred
-  Target for completion






Strategic Initiative	Team & Status	Actions & Projects	2013/14	2014/15	2015/16	2016/17	Ongoing
Useable cricket pitch and nets in Paraburdoo (new)	Community Development	 Indoor cricket nets have been replaced.					
Outdoor basketball courts in Onslow (new)	Community Development	 Completed					
Skate Park Tom Price	Community Development	 Completed					
Skate Park Paraburdoo	Community Development	 New skate park under construction, due for completion end 2016.					
Ovals in Paraburdoo (upgrade), Tom Price (upgrade) and Onslow	Community Development	Master Plan for Tom Price Area W finalised. <i>BBQ's and Change Room upgrade completed. Will need additional budget allocation 2017/18 to progress further.</i>					
Playgrounds (progressive upgrades)	Community Development	 Soft fall at Onslow Playground to be replaced 2016/2017. Upgrade to Tom Price Lions Park is now complete. New playground at Clem Thompson (Tom Price) is now complete.					
Leased Premises	Strategic & Economic Development	 Completed (but ongoing). All commercial properties have current lease agreements.					
Aged care services Onslow (expanded)	Community Development	 Undertaking further upgrades to current facilities in 2016/2017.					
Childcare Paraburdoo (new)	Community Development	 To be completed 2016/17.					
Tom Price (expanded)	Community Development	 Tom Price Child Care to be a focus in the 2016/17 financial year, work with Rio Tinto to provide support and assistance as required.					
Early Years Program Onslow (new)	Community Development	No present budget allocation for this but Gumala are looking to bring a program to Bindi Bindi. Project given to V Swans. Department education completing feasibility for centre in conjunction with school. Shire not responsible.					
Objective/Aspirational Outcome							
Complete Town Centre Revitalisations.							
Paraburdoo, Onslow, Tom Price	Strategic & Economic Development	 Tom Price Town Centre – complete – but ongoing as budget finances permit. Paraburdoo Town Centre – complete – but ongoing as budget finances permit. Potential for additional car park shade if grant funding can be secured. Rear car park upgrading occurring as part of Child Care Centre project. Onslow Town Centre will require public consultation and review of Charette, engagement of an appropriate consultant to develop a Masterplan.					








Strategic Initiative	Team & Status	Actions & Projects	2013/14	2014/15	2015/16	2016/17	Ongoing
Objective/Aspirational Outcome							
Drainage investigations and upgrading drainage in Paraburdoo and Tom Price.							
Drainage Audit and Data Pick-up, type, depth and Condition/Capacity assessment, investigations on capacity. Tom price, Paraburdoo and Onslow	Infrastructure Services	 Paraburdoo and Tom Price drainage works ongoing as budget finances permit. Programmed works in Paraburdoo have been completed. Onslow drainage improvements at Shanks Rd, First Street and Third Ave are being progressed through the design stage. Drainage data collection and investigations ongoing. Drainage remedial works progressing as funding and design information becomes available.					
Objective/Aspirational Outcome							
Implementing Bike Plan.							
Progressive implementation of bike path program	Infrastructure Services	 Current footpath schedule completed with 2015-2020 Bike Plan being prepared based on community feedback process. Works progressed as 2016/17 budgeted funds allow.					
Objective/Aspirational Outcome							
Waste Site Closures of Existing Burdened Sites to meet Licensing Requirements.							
Closure and rehabilitation of the existing Onslow Landfill	Infrastructure Services	 Completed (but ongoing). Onslow Landfill Closure and Rehabilitation completed except for final revegetation works scheduled for 2017. Landfill gas and water monitoring is ongoing.					
Closure and rehabilitation of the existing Paraburdoo Landfill and development of a transfer station		 Completed (Not required). Site assessment has shown considerable life still available in the site and plans are underway to expand the site.					
Objective/Aspirational Outcome							
Road Upgrades for Improved Access, Safety and Recreational Opportunities.							
Complete Upgrade/Seal Banjima Drive	Infrastructure Services	 Completed.					
Upgrade of Panawonica-Millstream Road	Infrastructure Services	 Completed.					
Unsealed Road Re-sheeting Shire's unsealed road network	Infrastructure Services	 Continuing program of works as budgeted funds permit.					

-  Completed
-  Progressing
-  Commenced and ongoing
-  Delayed or deferred
-  Target for completion

Strategic Initiative	Team & Status	Actions & Projects	2013/ 14	2014/ 15	2015/ 16	2016/ 17	Ongoing
4WD Video Condition & Data Pick-up of Unsealed Roads	Infrastructure Services	 Completed (but ongoing). Data collection completed and now data is being translated to Shire Asset Management System.					
Upgrade of Roebourne-Wittenoom Road	Infrastructure Services	 Ongoing re-sheeting program with minor upgrades to key areas is ongoing. PDC undertaking further Cost Benefit work on the Karratha – Tom Price component of the project in late 2016, early 2017.					
Objective/Aspirational Outcome							
Improved Waste Facilities.							
Selection and development of a new waste management facility site (transfer station) for Onslow due to required closure of the existing facility	Infrastructure Services	 Completed.					
Development of a Tom Price Landfill Management Plan.	Infrastructure Services	 Management Plan being finalised with additional site surveys and investigations underway in 2016.					
Boom Gates for Landfill sites - Tom Price and Paraburdoo	Infrastructure Services	 Completed.					
CCTV Cameras - Tom Price and Paraburdoo Landfills	Infrastructure Services	 Investigations into optimum solution is required.					
New Garden Shed at the Tom Price Landfill in recycling yard	Infrastructure Services	 Completed.					
Objective/Aspirational Outcome							
Paraburdoo Carpark Upgrade.							
Shade Structures and Ground Work Paraburdoo Car Park	Infrastructure Services	 Completed.					









Strategic Initiative	Team & Status	Actions & Projects	2013/ 14	2014/ 15	2015/ 16	2016/ 17	Ongoing
Objective/Aspirational Outcome							
Landscaping.							
New tree planting in Camp Road Paraburdoo	Infrastructure Services	✓ Completed.		⊙			
Bin Surrounds for the Foreshore – Onslow	Infrastructure Services	✓ Completed.		⊙			
Upgrade of backyard – Ashburton Hall Paraburdoo	Infrastructure Services	✓ Completed.		⊙			
Objective/Aspirational Outcome							
Onslow Airport Upgrade.							
Improve/upgrade the drainage on taxiway Delta	Infrastructure Services	✓ Completed.		⊙			
General Aviation Lease Area preparation	Infrastructure Services	✓ Completed.		⊙			
COMMUNITY GOAL 3 Economic Strength and Development							
Objective/Aspirational Outcome							
Land development - industrial and residential.							
Land development plan (new) and identification of available land	Strategic & Economic Development	↻ Land identified for development is being investigated and de-constrained – ongoing project.					⊙
De-constraining of available land	Strategic & Economic Development	➔ PRC project being progressed to de-constrain “Golf Course Estate” (Tom Price); Purchase underway and basic earthworks being completed.			⊙	⊙	⊙
Onslow: Industrial Subdivision – 55 lots of serviced industrial land at Lot 16 Onslow Rd	Strategic & Economic Development	➔ Shire is continuing to work through the proposed sale of the land with appropriate buyers.	⊙	⊙	⊙	⊙	

-  Completed
-  Progressing
-  Commenced and ongoing
-  Delayed or deferred
-  Target for completion

Strategic Initiative	Team & Status	Actions & Projects	2013/ 14	2014/ 15	2015/ 16	2016/ 17	Ongoing
Tom Price: Stage 2 Boonderoo Rd Industrial Subdivision – 10 lots of serviced industrial land at Southern end of Boonderoo Rd	Strategic & Economic Development	 Investigation into demand for land, development costs and appropriate design being undertaken however lack of general demand means this is not a high priority at this point.					
Further residential land development Tom Price and industrial land development Onslow and Tom Price – active pursuit	Strategic & Economic Development	 Ongoing research activities into land that may be appropriate for future development including liaising with relevant state agencies.					

















Objective/Aspirational Outcome





















Accommodation/housing (visitor, service worker, and residential expansion).

Affordable housing (active pursuit)	Strategic & Economic Development	 Working with Department of Housing and PDC to identify affordable housing and service worker accommodation strategies.					
	Strategic & Economic Development	  Completed (but ongoing). <i>Stage 1 complete. Stage 2 subject to grant funding or budget allocation.</i>					

Objective/Aspirational Outcome












Tourism development.






Caravan park Onslow (improve) and Tom Price	Governance & Executive Service	 Completed (but ongoing).					
	Strategic & Economic Development	  Onslow's Ocean View Caravan Park upgrade details above. Tom Price Caravan Park lease to be reviewed when it expires in 2032.					
Tom Price Visitor Centre	Governance & Executive Service	 Completed. "Mini-makeover" completed and Officially opening in July 2016.					
Review and refresh a clear vision for Tourism (facilitation of enhanced tourism offering and promotion)	Governance & Executive Service	 As a partner in the PDC/PRC Pilbara Tourism Product Development Plan, the Shire's initiatives reflect the overall Pilbara aims of this plan. The Shire's own tourism strategy is budgeted for review in 2016/17 (to be undertaken following the completion of the PDC funded <i>Visitor and Business Stimulation Project</i> being undertaken by the PRC – completion date yet unknown). New "i" signs (etc) being installed for 2016/17. Trialled caravan park signage in Tom Price over 2016 tourist season (via Variable Message Boards).					













Strategic Initiative	Team & Status	Actions & Projects	2013/ 14	2014/ 15	2015/ 16	2016/ 17	Ongoing
Facilitate partnerships with tourism industry and business professionals (more targeted approach)	Governance & Executive Service	 Supported the last PDC's "My Pilbara Adventure" promotion to encourage Pilbara tourism and tourism business engagement. Facilitated tourism and business links as a \$30,000 sponsor of the 'Karijini Experience' and re-established the Shire's Business and Community Directory, which will be reviewed for 2017 publication. Assisting with funding for Mt Augustus Road study via Shire of Upper Gascoyne. Dedicated training/"famils" funding provided in 2016/17 budget for Tourist Information Centre staff.					
Heritage Tourism (enhance)	Governance & Executive Service	 Old Onslow Project (\$1m Chevron funded) being progressed via PRC (as project managers). Should be completed in 2016/17. Wi-Fi enabled PRC rest stop has been installed at Old Onslow.					
Harness local and regional resources and opportunities to stimulate tourism activity	Governance & Executive Service	 Tom Price Visitors Centre upgraded and local tourism operators invited to the "Mini-makeover Opening". Wi-Fi installed at Karijini Visitors Centre (via PRC funding) recently. Ongoing funding for "Karijini Experience" (\$30,000 in 2016/17) – a PICCI project) Sealing of Banjima Road (into Karijini) completed.					
Facilitate partnerships with tourism industry and business professionals	Governance & Executive Service	 Coordinating Ashburton Tourism opportunities in alignment with PDC Tourism Strategy. Engaged with local businesses to review Business Directory (due again in 2017). Supporting the Karijini Experience (\$30,000 in 2015/16), which is a key initiative of the Pilbara Inland Chamber of Commerce. In an effort to boost local tourism and business, a grant applications have been made to Tourism WA and PDC towards upgrading Tourism Information Bays throughout Ashburton. Progressing <i>RV Friendly</i> Status (subject to budget and business cooperation).					

Objective/Aspirational Outcome

Improved support for local business community.

Marketing strategy – place to live, work and do business; "buy local"	Governance & Executive Service	  The Shire recently reviewed its 'Buy Local' policy, which is used in all procurement processes. The Shire also encourages residents to 'buy local' via the Business Community Directory which has been promoted in Shire communications such as <i>Inside Ashburton</i> . Review of Purchasing Policy also undertaken, which enhances local business opportunity with a link to an internet based Quotation system. New PDC initiative titled <i>Retail/ Franchise Attraction Strategy</i> being progressed in 2016.					
Relationship building (improved understanding of business issues and needs)	Governance & Executive Service	 Development of Business Directory in consultation with CCI's. Preparation of "How to Tender" Presentation. Meetings/ Presentations with local businesses planned for November/ December 2016 in Tom Price and Onslow.					

-  Completed
-  Progressing
-  Commenced and ongoing
-  Delayed or deferred
-  Target for completion











Strategic Initiative	Team & Status	Actions & Projects	2013/ 14	2014/ 15	2015/ 16	2016/ 17	Ongoing
Business showcase (minimum of 2 forums/expos per year in Tom Price and Onslow and 1 per year in Paraburdoo)	Strategic & Economic Development	 Industry Forums in Onslow have been taken over by the Onslow Chamber of Commerce & Industry. The Shire will continue to work with Pilbara Inland Chamber of Commerce to develop strategy for Tom Price/Paraburdoo Industry Forums. With other Pilbara local governments, coordinating a Retail Business Initiative program for late 2016.					
Support business sustainability (enhance support and advocacy to address issues)	Strategic & Economic Development	 Various projects underway – working with local businesses to improve their understanding of the Shire's procurement processes etc; working with Department of Housing & PRC to facilitate service workers accommodation.					
Facilitate access to land (enhance support to navigate requirements)	Strategic & Economic Development	 Officers provide support and information in response to public enquiries for land; ongoing investigations into potential land and release of Lot 16 in Onslow. Stage 1 in Tom Price already complete.					
Business incubators (four factory units in Onslow as an initial priority) – active pursuit	Strategic & Economic Development	 Small Business Centre (West Pilbara) has started a Business Hub in Onslow. Funding & operating models will need to be identified for construction and management of Business Incubators.					

COMMUNITY GOAL 4 Staying ahead of the Game

Objective/Aspirational Outcome
















Quality of communication from Elected Members to the Community.

Community engagement in strategy development; integrated planning and reporting	Governance & Executive Service	 The Shire continues to actively seek ways to engage with all our communities. An Engagement Strategy has been developed to take into account the Community Consultation requirements in relation to Integrated Planning & Reporting. Email will be sent to Councillors in September 2016 and project due for implementation by early 2017.					
	Governance & Executive Service	  The Shire's Strategic Media Policy (including social media) has been enhanced to include both printed and digital channels to facilitate communication about latest news and events, community engagement campaigns, tourism strategies and emergency information. Since its re-activation in 2014, the Media Team has worked to maintain a planned program of communication and engagement using the Shire's Facebook page and in this time have more than doubled the number of active page followers. The social media process and procedure guideline has been reviewed, with the objective to have additional Facebook administrators within the Community Development Team providing a more effective approach to promoting the various events in each town.					

Strategic Initiative	Team & Status	Actions & Projects	2013/ 14	2014/ 15	2015/ 16	2016/ 17	Ongoing
Integrated Planning and Reporting (Council on a continuous improvement path for high quality planning and reporting)	Corporate Services	 A schedule has been developed to roll out the key elements of Integrated Planning to Council on an Annual Basis. Key elements are Risk Management, Workforce Management and Long Term Financial Planning & Asset Management. This has been scheduled to take place on Council Meeting dates. Community Strategic Plan being reviewed 2016/17 with Councillor Forums Scheduled for November and December 2016.					
Integrated Strategic Projects Reporting	Corporate Services	  Completed (but ongoing). Internal reports (i.e. this one) have been developed to see updates provided to Council on a six monthly basis via EMACCESS.					

Objective/Aspirational Outcome













Reflecting on regional issues and collaborating with our neighbouring Shires for the benefit of the regional community (PRC).






Economic Development Strategy	Strategic & Economic Development	 All PRC projects progressing. Involvement with PDC as a Board Member secured and a noticeable shift of focus to the inland areas of the Pilbara achieved.					
Consideration of regional impact in decision-making criteria	Governance & Executive Service	 Attendance at all PRD and PDC Meetings. Regular contact maintained with Pilbara CEO's.					
Harness local and regional resources and opportunities to stimulate tourism activity	Governance & Executive Service	 Coordinating Ashburton Tourism opportunities in alignment with PDC's Pilbara Tourism Strategy. Maintaining close contact with DPAW. Grant applications have been submitted to PDC and Tourism WA to improve Shire/regional signage (at seven key Ashburton locations) using Shire tourism signage branding as a starting point – unfortunately thus far, these have been unsuccessful. Implemented Wi-Fi in Tom Price and Paraburdoo through a PDC Grant (and also at Karijini through a PRC grant). Wi-Fi to be installed in Onslow in 2016/17 through Shire budget.					













COMMUNITY GOAL 5 Governance

Objective/Aspirational Outcome

Governance.



Effective communication between CEO and Shire President and Councillors	Governance & Executive Service	 Internal practices and culture promoted and maintained to ensure positive working relationships maintained.					
Councillor Induction	Governance & Executive Service	 Completed (but ongoing). Induction Program completed for implementation at Councillor Elections (and updated as required).					
Councillor Professional Development	Governance & Executive Service	 Completed (but ongoing). Annual Budget Allocation is made to ensure Councillors are able to attend professional development sessions and WALGA Annual Conference.					

-  Completed
-  Progressing
-  Commenced and ongoing
-  Delayed or deferred
-  Target for completion

Strategic Initiative	Team & Status	Actions & Projects	2013/14	2014/15	2015/16	2016/17	Ongoing
Councillor support	Governance & Executive Service	 Internal practices and culture promoted and maintained to ensure positive working relationships secured.					
Policies and procedures	Corporate Services	  Completed (but ongoing). An automated electronic register continues to be managed so that Officers can review and present to Council all Council Policies on the required two year timetable. The formal process is in place and will be monitored to ensure internal compliance. Policies endorsed at November Meeting of Council.					












Objective/Aspirational Outcome

Stakeholder relationships (government and business) and advocacy.

Partnership development – resources sector	Governance & Executive Service	 Engagement with key resource stakeholders occurs on an ongoing and as required basis.					
	Governance & Executive Service	 Coordinating Ashburton Tourism opportunities with PDC Tourism Strategy. Also engaging with PDC and its tourism projects. Engage with CCI and individual businesses where relevant.					
	Governance & Executive Service	 Liaising with Department of Housing to coordinate housing development in Onslow. Tom Price (“Golf Course”) precinct land being partially de-constrained in 2016/17. Ongoing progressive de-constraining works at Boonderoo Industrial Subdivision.					

Objective/Aspirational Outcome







Customer service.






Customer service – reception, phone, bookings, enquiries etc	Corporate Services	 Ongoing review of ways to improve front line service delivery at Shire customer services centers continues.					
Customer action requests	Infrastructure Services	  Completed (but ongoing). Use of ASSETIC (Asset Management Software) for management of Customer Action Requests and operational management provided by Infrastructure Services has seen improvement to the service.					
Customer service charter (for investigation)	Corporate Services	 Completed.					











COMMUNITY GOAL 6 Organisational Stability

Objective/Aspirational Outcome

Staff housing.

Staff housing (additional accommodation provided)	Governance & Executive Service/ Strategic & Economic Development	  Two home units purchased in Onslow and three new houses under construction in Barrarda Estate in Onslow. Have also leased additional housing from Rio Tinto in Tom Price and are negotiating the potential of purchasing same. The Shire owns properties for about half of its forecasted staff housing requirements, with the remainder being leased privately. Ongoing budget allocations will be required if the goal is to avoid the necessity for private property leases.					
---	---	--	--	---	---	---	---

-  Completed
-  Progressing
-  Commenced and ongoing
-  Delayed or deferred
-  Target for completion

Strategic Initiative	Team & Status	Actions & Projects	2013/14	2014/15	2015/16	2016/17	Ongoing
Objective/Aspirational Outcome							
Policies and procedures and records management.							
Knowledge management (complete set up and maintain a fully integrated workflow and knowledge management system)	Corporate Services	 Completed (but ongoing). The AIMS system has been fully implemented and additional resources (staffing) have been secured for the Shire's Records Management Team. This has allowed a greater focus on training of new and existing staff and compliance monitoring. Ongoing and continuous improvements will continue to be required.					
Maintain accessible, up to date human resources and financial policies and procedures	Corporate Services	 AIMS Stages 1 and 2 are fully complete and the AIM's system is providing Shire staff with up to date policies, procedures and forms in a fully accessible format. All HR Policies are currently under review to ensure best practice approaches and competitiveness with neighbouring Local Governments.					
Replace Office/Hall & Library Complex in Onslow	Corporate Services	 Construction due to be completed September 2016.					



Highlights

JULY 2015

NAIDOC Week

Various activities were held across the Shire to celebrate NAIDOC Week and recognise the contributions and achievements of local Indigenous people. The NAIDOC activities in each town helped promote a sense of pride, celebration and connection to local Indigenous culture within the Shire of Ashburton community.



NAIDOC WEEK ACTIVITY

Working together in Onslow

Onslow celebrated the new Working Together Onslow partnership between the Shire of Ashburton and the Chevron-operated Wheatstone Project. The two-year partnership will support local activities such as the Passion of the Pilbara festival, Welcome to Onslow events, community concerts, Anzac Day celebrations, Onslow Keepers (over 55s) and school holiday programs.



CAPTION

Tom Price and Paraburdoo get connected to free WiFi

Tom Price and Paraburdoo residents and tourists now have access to free WiFi from the hub of their communities. In Tom Price, the free WiFi is available in the Shire Library and Visitor Centre building. In Paraburdoo, the Library and Shire office in the town centre has been set up as the access point.

The free WiFi is part of a Pilbara-wide project by the Pilbara Regional Council (PRC) which has made free WiFi 'hot-spots' available to both locals and tourists.



CAPTION

AUGUST 2015

Nameless Jarndunmunha Festival

The festival was in full swing across the weekend of 7 – 8 August with an array of entertainment, fabulous food, rides and games. This year's festival showcased our local heroes and the annual street parade had Tom Price abuzz with floats, costumes and decorations. An abundance of creative talent was on display at the Youth Art Exhibition where children of all ages enjoyed seeing their work on display.

The festival is organised by a dedicated committee of volunteers and is funded by Rio Tinto, the Shire of Ashburton and community fundraising.



CAPTION



CAPTION

The new Onslow Shire Complex will include a Town Hall, Public Library, Council Chamber, meeting rooms, office space, function kitchen and a Wheatstone Information Centre.



KANGAROO FEEDING BRONZE SCULPTURE

Sculptures bring wildlife experience to Tom Price

The Tom Price mall came alive with a series of life sized bronze sculptures, showcasing a variety of native animals. A male kangaroo stands tall while a mother and joey are happily resting nearby. Two goannas bask in the sun and an emu flock fossicks in the garden.

The animal sculptures have proven very popular and were funded through the Royalties for Regions Town Centre grant.



KANGAROO WITH JOEY BRONZE SCULPTURE

Construction set to begin for new Onslow Shire Complex

The beginning of the construction process for the new Onslow Shire Complex was celebrated on 25 August, marking a significant milestone in rebuilding the town's facilities since the Shire office, hall and Library were lost in a fire in 2013.

The new Onslow Shire Complex will include a Town Hall, Public Library, Council Chamber, meeting rooms, office space, function kitchen and a Wheatstone Information Centre.

The budget for the project is \$9.5m including a contribution of \$2m from the Chevron-operated Wheatstone Project and the remainder from the Shire of Ashburton.

Onslow Airport officially opens

The redeveloped Onslow Airport was officially opened in a joint ceremony by the Premier Colin Barnett, Shire President Kerry White and Chevron Australia Managing Director Roy Krzywosinski.

An afternoon tea at the airport was attended by 110 guests, including members of the Onslow community, business and government representatives.

Coastal Hazard Risk Management and Adaptation Plan

The Shire of Ashburton engaged Cardno to prepare a Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) for the Onslow Coast. The CHRMAP is to provide a framework for including coastal hazard considerations in decision-making processes. A series of community workshops will be held over the coming year to present findings as well as seek community input.



ONSLOW COASTLINE

THE NEW ONSLOW AIRPORT



SEPTEMBER 2015

Shire Directory

The new Shire of Ashburton Directory was distributed to all residents and businesses and provides locals and tourists with information regarding facilities, services and community groups, as well as plenty of ideas for day trips and weekenders to explore further afield.

Visitor Centres become more visible

Attractive new signs were installed at the Tom Price and Onslow Visitor Centres, as part of the Shire's tourism brand, which make the centres more recognisable and easy to find.

The Tom Price signage reflects the rich red colours of Karijini, while Onslow has a coastal theme.



ONSLOW VISITOR CENTRE STREET SIGNAGE



TOM PRICE VISITOR CENTRE WINDOW SIGNAGE



ONSLOW VISITOR CENTRE WALL SIGNAGE



TOM PRICE VISITOR CENTRE STREET SIGNAGE



TURNING OF THE SOD PARABURDOO

OCTOBER 2015

Local Government elections

Local Government elections were held on 17 October with two new councillors elected for the Ashburton and Pannawonica wards, and three existing councillors re-elected for Tableland, Paraburdoo and Tom Price.

The Shire of Ashburton Council re-elected Cr Kerry White as Shire President unopposed, and Cr Linton Rumble as Deputy, at the October Council Meeting.

NOVEMBER 2015

Construction begins on new Childcare Centre

The official turning of the sod ceremony for the new Paraburdoo Childcare Centre was held on 19 November. Officiated by Shire President Kerry White, Rio Tinto General Manager Greater Paraburdoo Operations Gabrielle Iwanow and Vincent Catania MLA,

the turning of the sod marked an exciting milestone in this major project. The centre is expected to be opened towards the end of 2016.

The \$4.66 million childcare centre is supported by the State Governments Royalties for Regions Pilbara Cities Initiative, administered by the Pilbara Development Commission, Rio Tinto and the Shire of Ashburton.

Shire revises Procurement Policy

The Shire implemented revisions to the procurement policy and procedures to provide an even higher level of accountability, transparency and efficiency for suppliers and Shire officers. Amendments to the purchasing thresholds and the requirements concerning those thresholds are key changes to the new policy.

In line with the new procurement policy, the Shire now issues formal Request for Quotations and Request for Tenders via the eProcurement Portal, Tenderlink.

New website for Tom Price Visitor Centre

As part of the Shire's tourism strategy a new website was launched for the Tom Price Visitor Centre, showcasing the beauty of the Pilbara and magnificence of Karijini and Millstream Chichester National Parks. Also including information for tourists wanting to explore the Mackerel Islands, or further afield in to the Kimberley, the new website is a valuable resource for local, national and international tourists.



TOM PRICE VISITOR CENTRE NEW WEBSITE

A playground and BBQ facilities complement the park and has become a popular destination for local families.

DECEMBER 2015

Paraburdoo skatepark proves popular

With construction officially complete, the fences were removed and local kids flocked to the new skatepark. A playground and BBQ facilities complement the park and has become a popular destination for local families. An official opening and community celebration is planned for early next year, however in the meantime the kids are enjoying their new state-of-the-art skatepark.



PARABURDOO SKATEPARK



PARABURDOO SKATEPARK OFFICIAL OPENING NIGHT



PARABURDOO NEW BIKE RACKS

FEBRUARY 2016

Heritage listed Old Onslow receives a face-lift

Conservation works at the heritage listed Old Onslow townsite is transforming the abandoned coastal settlement, preserving an important part of the region's history and generating new opportunities for local tourism. The \$1 million conservation project is funded by the Chevron-operated Wheatstone Project as part of its \$250 million social and critical infrastructure package for Onslow. Conservation works are being managed by the Pilbara Regional Council (PRC) in conjunction with Chevron, the Shire of Ashburton and Department of State Development.

JANUARY 2016

Aussie Pride throughout the Pilbara

Thanks to the Shire's partnerships with Rio Tinto and the Chevron-operated Wheatstone project, free community events were held in each town to celebrate Australia Day. The lineup of traditional games and fun activities kept everyone entertained and as is tradition, the winners of the 2016 Premier's Active Citizenship Awards were announced during a special ceremony.

MARCH 2016

Paraburadoo youth build new bike racks

Rio Tinto, the Paraburadoo Youth Centre, the Paraburadoo Men's Shed and the Shire of Ashburton invited local youth to help build five new bike racks for their town. A group of kids eagerly put their hands up for the job and contributed to all elements of the project, from concept design through to construction. The new bike racks have been installed in key locations around the Town Centre - the indoor cricket nets, swimming pool, skate park, shopping centre and high school bus stop, and have become a well-used facility as kids continue to enjoy being out on their bikes.



ONSLow AQUATIC CENTRE

Onslow Aquatic Centre tender awarded

The Shire of Ashburton, in partnership with the Chevron-operated Wheatstone Project and the Department of State Development, awarded the tender to design and construct the Onslow Aquatic Centre to Western Australian company Pindan Contracting. The successful tender was endorsed at the March Ordinary Meeting of Council, enabling the project to move into the construction phase.

Visitor Centre receives a makeover

As a gateway to the Pilbara, the Tom Price Visitor Centre is a key contact point for visitors to the region who seek information on Karijini and Millstream-Chichester National Parks, the wider Pilbara area, plus local knowledge on Tom Price, Paraburdoo and our other Shire towns.



TOM PRICE VISITOR CENTRE

To enhance our Tourism service the Centre underwent a makeover which included new branding and external signage, as well as updated maps, brochures, historical memorabilia and an internal refurbishment. Improvements will continue over the coming year as a new range of merchandise from local suppliers is introduced.

APRIL 2016

Paraburdoo celebrates new facilities

Paraburdoo celebrated the official opening of the new skatepark, as well as the revitalised Town Centre on 2 April.

The facility improvements and community celebrations were made possible through partnerships with the Shire of Ashburton, Rio Tinto, Lotterywest and the Country Local Government Fund, along with support from Tom Price Youth Support Association, Para Men's Shed and Paraburdoo Volunteer Fire and Rescue Services.



PARABURDOO SKATEPARK

In addition to the new state-of-the-art skate park facility, the community also celebrated the recent town revitalisation, which included upgrades to the main car park, picnic gazebos, new shade structures, landscaping and improvements to the public toilet facilities.



KARIJINI NATIONAL PARK



CAPTION



MILLSTREAM



CAPTION

Karijini Experience showcases the Pilbara

The Shire of Ashburton once again sponsored the Karijini Experience, providing local residents and visiting tourists with the opportunity to enjoy the unique highlights of our beautiful region. With excitement building for months in advance, attendance figures that surpassed all expectations and extensive media coverage right across Australia, it truly was a wonderful way to showcase the Inland Pilbara.



PILBARA SUNSET



PILBARA FLOWERS



TOM PRICE MEMORIAL GARDEN

New memorial garden in Tom Price

Councillors unveiled the new memorial garden in Tom Price which has been established as a place to remember former residents who were long standing members of the community.

The Tom Price memorial garden is located in Doug Talbot Park, within the large centre garden bed.

MAY 2016

Community funding assists local groups

The second round of funding in the current financial year for the Shire of Ashburton's Community Support Grant closed on 31 March, with 31 applications received and just over \$41,000 provided to local clubs and groups. Funding will assist a broad range of clubs and groups within the Shire with financial support offered to a variety of projects including new equipment, fencing, training, community and sporting events, signage, facility hire and educational programs.



CAPTION

JUNE 2016

Shire wins Bikeley Award

The Shire of Ashburton was awarded the 2016 Bike Week Regional Bikeley Award, celebrating the regional event program that best encourages cycling for transport and attracts new riders to the cycling community. The program of Bike Week activities were hosted in partnership with Rio Tinto and provided an exciting line-up of pedal power events for people of all ages, abilities and backgrounds.

Funding for the Paraburdoo Community Hub

The Department of Regional Development advised that Cabinet had approved the Shire's application for \$5m of Royalties for Regions funding to assist in the construction of the new Paraburdoo Community Hub. The redevelopment will be a boost to Paraburdoo, replacing ageing infrastructure with vibrant facilities to better suit the needs of the town.

The Shire of Ashburton
was awarded the 2016
Bike Week Regional
Bikeley Award.

Statutory Reports

1. FREEDOM OF INFORMATION

In accordance with Section 96 and 97 of the Freedom of Information Act 1992, the Shire is required to publish an Information Statement which details the process of applying for information under the act as well as information that the Shire provides outside the Act. This FOI Statement was reviewed in September 2016 and is published on the Shire's website.

During 2015/16, one FOI application was received by the Shire. The one application was successfully processed during the reporting period.

2. RECORD KEEPING PLAN AND SYSTEMS

The Shire submitted their amended Record Keeping Plan to the State Records Commission in November 2015. This amended plan includes all the current record keeping responsibilities that the Shire complies with.

The Shires' Records Department continues to administer a thorough approach to its record keeping compliance.

A mandatory Record Keeping Induction is included within the Shire's Induction process followed by internal Record Keeping Training within the first week of employment. Internal training and upgrades are administered Shire wide when new information or processes are introduced. Refresher courses are held each year on the employee's anniversary date.

Records staff undertake formal training by external training providers and all staff have access to online Records Training.

The Shire has contracted the use of offsite storage facilities ensuring long term preservation of their Government Records.

3. STRATEGIC PLANNING

The Local Government (Administration) Regulations 1996 was amended in 2011 to require each local government to adopt an Integrated Strategic Plan by July 2013.

During the 2012/13 Financial Year, the Shire staff undertook detailed planning for the Integrated Strategic Plan.

In line with new legislation, our plan includes:

- The Strategic Community Plan; and
- A Corporate Business Plan

These plans are supported by:

- Asset Management Plan;
- Long Term Financial Plan; and
- Workforce Plan.

2015/16 Progress Update

The Shire of Ashburton Council reviewed and adopted the Strategic Community Plan mid-term review.

4. ANNUAL SALARIES

The Local Government Act 1995 requires Council to provide the number of employees who are entitled to an annual salary of \$100,000 or more and to break those employees into salary bands of \$10,000.

For the period under review, the Shire had 20 employees whose salary exceeded \$100,000.

Of these employees,

6 employees had a salary of between \$100,000 and \$110,000

5 employees had a salary of between \$110,000 and \$120,000

1 employee had a salary of between \$120,000 and \$130,000

1 employee had a salary of between \$130,000 and \$140,000

1 employees had a salary of between \$140,000 and \$150,000

1 employees had a salary of between \$150,000 and \$160,000

3 employee had a salary of between \$160,000 and \$170,000

1 employee had a salary of between \$180,000 and \$190,000

1 employee had a salary of between \$250,000 and \$260,000.

5. DISABILITY ACCESS AND INCLUSION PLAN

The Disability Services Act 1993 was amended in December 2004, creating a requirement for public authorities to develop and implement Disability Access and Inclusion Plans (DAIP's).

The Disability Services Commission accepted the Shire's new DAIP (2013-2017) on 6 August 2014.

Council is required to report on the seven outcomes relating to DAIP's annually.

The Shire of Ashburton is committed to achieving the following outcomes

Outcome 1. People with disability have the same opportunities as other people to access the services of, and any events organised by, a public authority.

- Ensure that the Shire's Policy on Disability Access, and other relevant policies, reflect current legislative requirements
- Support and/or develop services to meet the needs to people with disability, their families and carers
- Ensure that as far as possible and practicable, all events have access and provision for people with disability.

Outcome 2. People to access the buildings and other facilities of a public authority.

- Continue to upgrade and redevelop existing facilities to better meet the needs of people with disability, including the provision of ramps, car parking, accessible bathrooms, and automatic doors
- Ensure adequate car parking for people with disability in all Shire car parks
- Ensure all new building plans include consultation with people with disability, disability service providers before finalisation.
- Ensure that sporting and leisure facilities are accessible
- Ensure that parks and playgrounds are accessible
- Ensure all external contractors are aware of the DAIP
- Allow free entry for Companion Card holders to Shire Swimming Pools in Tom Price and Paraburdoo and the Shire run Onslow Gymnasium.

Outcome 3. People with disability receive information from a public authority in a format that will enable them to access the information as readily as other people are able to access it.

- Work towards ensuring the Shire website meets best practice standards for people with disability

- Continue to provide accessible books and resources through the Shire Libraries
- Consider the needs of people with disability when producing advertising material for events and activities
- Ensure information on Council and Shire activities and functions is available in alternative formats, including Braille if requested (and able to be provided).
- Where possible, and where available, provide the use of an Auslan interpreter.

Outcome 4. People with disability receive the same level and quality of service from the staff of a public authority as other people receive from the staff of that public authority.

- Ensure staff are aware of disability and access issues, and are trained to respond appropriately when dealing with people with disability.

Outcome 5. People with disability have the same opportunities as other people to make complaints to a public authority.

- Ensure staff are aware of disability and access issues, and are trained to respond appropriately when dealing with people with disability
- Ensure alternative avenues are available for people with disability to register complaints, including verbally.

Outcome 6. People to participate in any public consultation by a public authority.

- Ensure consultation is conducted in venues that are accessible for people with disability
- Ensure consultation is advertised in a way that is relevant for people with disability, including by invitation for processes such as reviewing the DAIP, and by utilising existing disability services.

Outcome 7. People with disability have the same opportunities as other people to obtain and maintain employment within a public authority.

- Review all JDF's are inclusive for people with disability

- Ensure position advertisements are inclusive for people with disability.
- Collect and collate statistics on how many people with disability are employed by the Shire
- Where possible and practicable make reasonable amendments to working conditions to accommodate people with disability.

6. NATIONAL COMPETITION POLICY

In respect to Council's responsibility in relation to the National Competition Policy, the Shire reports as follows:

- The Shire of Ashburton has assessed its operations and considers that it has no business activity that would be classed as significant under the current guidelines. Also, the Shire of Ashburton does not operate a business enterprise that has been classified by the Australian Bureau of Statistics as either a Public Trading Enterprise or Public Financial Enterprise.
- The Shire of Ashburton is not classified as a natural monopoly, nor does it conduct any business activities that could be classified as public monopolies. Therefore, the principle of structural monopolies does not apply to the Shire of Ashburton.

A further requirement of the National Competition Policy is that all Council Local Laws are reviewed every 8 years to determine whether they are in conflict with competitive neutrality and comply with the Local Government Act 1995.

A full review of all the Shire of Ashburton Local Laws took place during 2012/13.

All Local Laws for the Shire of Ashburton were reviewed, approved by Council and gazetted during 2014/15. The next full review will be in 2022/2023.

7. REGISTER OF COMPLAINTS

No complaints were received by the Shire during the reporting period.

Financial Report

SHIRE OF ASHBURTON
FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

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Principal place of business:
Lot 246, Poinciana Street
Tom Price WA 6751

**SHIRE OF ASHBURTON
FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

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

STATEMENT BY CHIEF EXECUTIVE OFFICER

The attached financial report of the Shire of Ashburton being the annual financial report and other information for the financial year ended 30 June 2016 are in my opinion properly drawn up to present fairly the financial position of the Shire of Ashburton at 30th June 2016 and the results of the operations for the financial year then ended in accordance with the Australian Accounting Standards and comply with the provisions of the Local Government Act 1995 and the regulations under that Act.

Signed as authorisation of issue on the 30th day of November 2016



Neil Hartley
Chief Executive Officer

SHIRE OF ASHBURTON
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30TH JUNE 2016

	NOTE	2016 \$	2016 Budget \$	2015 \$
Revenue				
Rates	22	23,976,191	23,673,391	24,432,503
Operating grants, subsidies and contributions	29	6,496,383	6,065,373	10,159,670
Fees and charges	28	15,553,512	17,170,708	14,337,181
Interest earnings	2(a)	702,494	657,347	1,056,050
Other revenue	2(a)	737,162	467,625	478,081
		<u>47,465,742</u>	<u>48,034,444</u>	<u>50,463,485</u>
Expenses				
Employee costs		(15,653,564)	(16,854,997)	(13,825,631)
Materials and contracts		(20,262,640)	(20,221,455)	(15,079,945)
Utility charges		(866,520)	(1,329,737)	(863,963)
Depreciation on non-current assets	2(a)	(13,313,209)	(9,192,173)	(9,848,414)
Interest expenses	2(a)	(245,026)	(250,475)	(192,457)
Insurance expenses		(1,258,783)	(1,257,532)	(1,293,405)
Other expenditure		(814,516)	(504,970)	(621,608)
		<u>(52,414,258)</u>	<u>(49,611,339)</u>	<u>(41,725,423)</u>
		(4,948,516)	(1,576,895)	8,738,062
Non-operating grants, subsidies and contributions	29	20,526,836	27,907,221	14,663,290
Profit on asset disposals	20	1,009	26,404	36,130
(Loss) on asset disposals	20	(1,022,471)	(85,524)	(3,685,912)
(Loss) on revaluation of non-current assets	7(b)	0	0	(1,127,881)
Net result		<u>14,556,858</u>	<u>26,271,206</u>	<u>18,623,689</u>
Other comprehensive income				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes on revaluation of non-current assets	12	(5,571,152)	0	410,193,700
Total other comprehensive income		<u>(5,571,152)</u>	<u>0</u>	<u>410,193,700</u>
Total comprehensive income		<u><u>8,985,706</u></u>	<u><u>26,271,206</u></u>	<u><u>428,817,389</u></u>

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF ASHBURTON
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30TH JUNE 2016

	NOTE	2016 \$	2016 Budget \$	2015 \$
Revenue	2(a)			
Governance		1,207,183	1,012,038	789,542
General purpose funding		26,999,915	26,754,130	32,658,940
Law, order, public safety		118,855	123,490	128,900
Health		328,473	231,167	266,262
Education and welfare		145,577	242,430	183,130
Housing		424,767	421,842	323,341
Community amenities		4,504,143	4,413,467	4,296,025
Recreation and culture		1,268,620	1,152,502	1,315,568
Transport		10,064,397	11,005,529	6,676,260
Economic services		2,094,807	2,405,177	3,346,910
Other property and services		309,005	272,672	478,607
		<u>47,465,742</u>	<u>48,034,444</u>	<u>50,463,485</u>
Expenses	2(a)			
Governance		(6,044,929)	(7,203,414)	(5,249,804)
General purpose funding		(104,633)	(37,985)	(163,499)
Law, order, public safety		(873,292)	(981,619)	(855,318)
Health		(643,956)	(959,924)	(652,100)
Education and welfare		(342,942)	(603,293)	(365,777)
Housing		(707,262)	(913,976)	(879,278)
Community amenities		(13,002,260)	(9,406,260)	(6,040,767)
Recreation and culture		(8,632,440)	(9,591,897)	(7,859,368)
Transport		(15,681,029)	(12,373,846)	(10,916,253)
Economic services		(3,652,653)	(4,786,930)	(6,019,286)
Other property and services		(2,483,836)	(2,501,720)	(2,531,516)
		<u>(52,169,232)</u>	<u>(49,360,864)</u>	<u>(41,532,966)</u>
Finance costs	2(a)			
Housing		(120,990)	(124,604)	(140,728)
Community amenities		(95,294)	(96,437)	(15,898)
Recreation and culture		(9,006)	(9,337)	(11,212)
Transport		(19,736)	(20,097)	(24,619)
		<u>(245,026)</u>	<u>(250,475)</u>	<u>(192,457)</u>
		<u>(4,948,516)</u>	<u>(1,576,895)</u>	<u>8,738,062</u>
Non-operating grants, subsidies and contributions	29	20,526,836	27,907,221	14,663,290
Profit on disposal of assets	20	1,009	26,404	36,130
(Loss) on disposal of assets	20	(1,022,471)	(85,524)	(3,685,912)
(Loss) on revaluation of non-current assets	7(b)	0	0	(1,127,881)
Net result		<u>14,556,858</u>	<u>26,271,206</u>	<u>18,623,689</u>
Other comprehensive income				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes on revaluation of non-current assets	12	(5,571,152)	0	410,193,700
Total other comprehensive income		<u>(5,571,152)</u>	<u>0</u>	<u>410,193,700</u>
Total comprehensive income		<u><u>8,985,706</u></u>	<u><u>26,271,206</u></u>	<u><u>428,817,389</u></u>

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF ASHBURTON
STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE 2016**

	NOTE	2016 \$	2015 \$
CURRENT ASSETS			
Cash and cash equivalents	3	36,977,388	45,357,245
Trade and other receivables	4	5,799,022	4,557,206
Inventories	5	170,857	100,779
TOTAL CURRENT ASSETS		<u>42,947,267</u>	<u>50,015,230</u>
NON-CURRENT ASSETS			
Inventories	5	588,700	515,333
Property, plant and equipment	6	102,521,932	89,790,419
Infrastructure	7	557,117,245	555,239,572
TOTAL NON-CURRENT ASSETS		<u>660,227,877</u>	<u>645,545,324</u>
TOTAL ASSETS		<u>703,175,144</u>	<u>695,560,554</u>
CURRENT LIABILITIES			
Trade and other payables	8	6,286,360	6,651,075
Current portion of long term borrowings	9	708,807	1,258,461
Provisions	10	1,269,649	1,098,506
TOTAL CURRENT LIABILITIES		<u>8,264,816</u>	<u>9,008,042</u>
NON-CURRENT LIABILITIES			
Long term borrowings	9	4,515,268	5,224,075
Provisions	10	254,998	174,081
TOTAL NON-CURRENT LIABILITIES		<u>4,770,266</u>	<u>5,398,156</u>
TOTAL LIABILITIES		<u>13,035,082</u>	<u>14,406,198</u>
NET ASSETS		<u>690,140,062</u>	<u>681,154,356</u>
EQUITY			
Retained surplus		210,716,106	188,957,651
Reserves - cash backed	11	28,279,955	35,481,552
Revaluation surplus	12	451,144,001	456,715,153
TOTAL EQUITY		<u>690,140,062</u>	<u>681,154,356</u>

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF ASHBURTON
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30TH JUNE 2016**

	NOTE	RETAINED SURPLUS \$	RESERVES CASH BACKED \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 1 July 2014		181,967,118	23,848,396	46,521,453	252,336,967
Comprehensive income					
Net result		18,623,689	0	0	18,623,689
Changes on revaluation of assets	12	<u>0</u>	<u>0</u>	<u>410,193,700</u>	<u>410,193,700</u>
Total comprehensive income		18,623,689	0	410,193,700	428,817,389
Transfers from/(to) reserves		(11,633,156)	11,633,156	0	0
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
Balance as at 30 June 2015		188,957,651	35,481,552	456,715,153	681,154,356
Comprehensive income					
Net result		14,556,858	0	0	14,556,858
Changes on revaluation of assets	12	<u>0</u>	<u>0</u>	<u>(5,571,152)</u>	<u>(5,571,152)</u>
Total comprehensive income		14,556,858	0	(5,571,152)	8,985,706
Transfers from/(to) reserves		7,201,597	(7,201,597)	0	0
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
Balance as at 30 June 2016		<u>210,716,106</u>	<u>28,279,955</u>	<u>451,144,001</u>	<u>690,140,062</u>

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF ASHBURTON
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2016**

	NOTE	2016 Actual \$	2016 Budget \$	2015 Actual \$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		24,029,629	23,685,396	23,932,947
Operating grants, subsidies and contributions		7,041,798	7,020,598	9,638,651
Fees and charges		15,194,674	17,798,708	14,689,009
Interest earnings		699,702	657,347	1,056,050
Goods and services tax		5,497,758	315,000	3,248,554
Other revenue		685,927	467,625	532,921
		<u>53,149,488</u>	<u>49,944,674</u>	<u>53,098,132</u>
Payments				
Employee costs		(15,748,331)	(16,886,497)	(13,387,414)
Materials and contracts		(20,015,472)	(20,314,310)	(13,088,541)
Utility charges		(866,520)	(1,370,942)	(863,963)
Interest expenses		(250,474)	(250,675)	(1,293,405)
Insurance expenses		(1,258,783)	(1,257,532)	(190,087)
Goods and services tax		(5,199,364)	(275,000)	(3,859,146)
Other expenditure		(814,516)	(504,970)	(621,608)
		<u>(44,153,460)</u>	<u>(40,859,926)</u>	<u>(33,304,164)</u>
Net cash provided by (used in) operating activities	13(b)	8,996,028	9,084,748	19,793,968
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for development of Land held for resale		(73,367)	(390,000)	(109,677)
Payments for purchase of property, plant & equipment		(21,097,378)	(32,501,235)	(5,145,700)
Payments for construction of infrastructure		(14,106,315)	(31,039,245)	(20,813,851)
Non-operating grants, subsidies and contributions		18,803,194	27,907,221	15,092,501
Proceeds from sale of fixed assets		356,442	836,000	603,733
Net cash provided by (used in) investment activities		<u>(16,117,424)</u>	<u>(35,187,259)</u>	<u>(10,372,994)</u>
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of debentures		(1,258,461)	(1,296,603)	(1,540,356)
Proceeds from new debentures		0	4,800,000	3,200,000
Net cash provided by (used in) financing activities		<u>(1,258,461)</u>	<u>3,503,397</u>	<u>1,659,644</u>
Net increase (decrease) in cash held		(8,379,857)	(22,599,114)	11,080,618
Cash at beginning of year		45,357,245	45,392,913	34,276,627
Cash and cash equivalents at the end of the year	13(a)	<u><u>36,977,388</u></u>	<u><u>22,793,799</u></u>	<u><u>45,357,245</u></u>

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF ASHBURTON
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2016**

	NOTE	2016 Actual \$	2016 Budget \$	2015 Actual \$
Net current assets at July 1 b/fwd - surplus/(deficit)		7,882,603	8,365,348	9,743,122
		<u>7,882,603</u>	<u>8,365,348</u>	<u>9,743,122</u>
Revenue from operating activities (excluding rates)				
Governance		1,207,183	1,012,038	789,542
General purpose funding		2,998,895	3,083,339	8,226,437
Law, order, public safety		118,855	123,490	128,900
Health		328,473	231,167	266,262
Education and welfare		145,577	242,430	183,130
Housing		424,767	421,842	323,341
Community amenities		4,504,143	4,413,467	4,296,722
Recreation and culture		1,268,620	1,152,502	1,315,568
Transport		10,065,406	11,031,933	6,711,693
Economic services		2,094,807	2,405,177	3,346,910
Other property and services		309,005	272,672	478,607
		<u>23,465,731</u>	<u>24,390,057</u>	<u>26,067,112</u>
Expenditure from operating activities				
Governance		(6,046,203)	(7,203,414)	(5,272,003)
General purpose funding		(104,633)	(37,985)	(1,291,380)
Law, order, public safety		(898,015)	(981,619)	(2,074,425)
Health		(643,956)	(959,924)	(652,100)
Education and welfare		(342,942)	(653,293)	(365,777)
Housing		(932,093)	(1,038,580)	(1,020,006)
Community amenities		(13,156,993)	(9,502,697)	(6,197,036)
Recreation and culture		(8,736,832)	(9,601,234)	(8,401,229)
Transport		(16,438,573)	(12,429,467)	(11,091,455)
Economic services		(3,652,653)	(4,786,930)	(7,642,289)
Other property and services		(2,483,836)	(2,501,720)	(2,531,516)
		<u>(53,436,729)</u>	<u>(49,696,863)</u>	<u>(46,539,216)</u>
Operating activities excluded from budget				
Loss on revaluation of non-current assets		0	0	1,127,881
(Profit) on disposal of assets	20	(1,009)	(26,404)	(36,130)
Loss on disposal of assets	20	1,022,471	85,524	3,685,912
Movement in employee benefit provisions (non-current)		252,060	0	285,222
Asset adjustments		372,242	0	0
Depreciation and amortisation on assets	2(a)	13,313,209	9,192,173	9,848,414
Amount attributable to operating activities		<u>(7,129,422)</u>	<u>(7,690,165)</u>	<u>4,182,317</u>
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions		20,526,836	27,907,221	14,663,290
Proceeds from disposal of assets	20	316,442	836,000	647,233
Purchase of land held for resale		(73,367)	(390,000)	(109,677)
Purchase of property, plant and equipment	6(b)	(21,097,378)	(32,501,235)	(5,145,700)
Purchase and construction of infrastructure	7(b)	(14,106,315)	(31,039,245)	(20,813,851)
Amount attributable to investing activities		<u>(14,433,782)</u>	<u>(35,187,259)</u>	<u>(10,758,705)</u>
FINANCING ACTIVITIES				
Repayment of debentures	21(a)	(1,258,461)	(1,296,603)	(1,540,356)
Proceeds from new debentures	21(a)	0	4,800,000	3,200,000
Transfers to reserves (restricted assets)	11	(14,698,659)	(8,235,363)	(17,270,245)
Transfers from reserves (restricted assets)	11	21,900,256	23,938,599	5,637,089
Amount attributable to financing activities		<u>5,943,136</u>	<u>19,206,633</u>	<u>(9,973,512)</u>
Surplus(deficiency) before general rates		<u>(15,620,068)</u>	<u>(23,670,791)</u>	<u>(16,549,900)</u>
Total amount raised from general rates	22	<u>24,001,020</u>	<u>23,670,791</u>	<u>24,432,503</u>
Net current assets at June 30 c/fwd - surplus/(deficit)	23	<u><u>8,380,952</u></u>	<u><u>0</u></u>	<u><u>7,882,603</u></u>

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Preparation

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this financial report are presented below and have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical accounting estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The local government reporting entity

All Funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 19 to these financial statements.

(b) Goods and Services Tax (GST)

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.

(c) 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.

**SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(d) 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 non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(e) 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.

(f) 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.

**SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Fixed Assets (Continued)

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 recognised 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.

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Fixed Assets (Continued)

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	30 to 50 years	2-3%
Furniture and Equipment	4 to 10 years	10-25%
Computer Equipment	3 years	33.33%
Office Equipment	5 years	20%
Plant and Equipment	5 to 15 years	6-20%
Motor Vehicles	10 years	10%
Infrastructure Other	40 years	2.50%
Water Supply Piping & Drainage Systems	75 years	1.30%
Sewerage Piping	100 years	1%
Footpaths	40 years	2.50%
Gravel roads		
Construction/Road Base	50 years	2%
Gravel Sheet	12 years	8.30%
Formed Roads (unsealed)		
Construction/Road Base	50 years	2%
Sealed Roads and Streets		
Construction/Road Base	50 years	2%
Major re-surfacing Bituminous Seals	20 years	5%
Asphalt Surfaces	12 years	8.30%

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	2,000
- Plant & Equipment	2,000
- Furniture & Equipment	2,000
- Infrastructure	5,000

**SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) 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.

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) Fair Value of Assets and Liabilities (Continued)

Valuation techniques (Continued)

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.

(h) 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.

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.

**SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Financial Instruments (Continued)

Classification and subsequent measurement (continued)

(i) Financial assets at fair value through profit and loss

Financial assets are classified at "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.

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Financial Instruments (Continued)

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.

(j) 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.

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) 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 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.

(l) 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.

(m) 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.

(n) 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.

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(o) 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.

(p) 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 venturers 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.

(q) 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 recognised as revenues in a previous reporting period which were obtained in respect of the local government's operations for the current reporting period.

(r) Superannuation

The Shire contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(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 with 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.

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(w) New Accounting Standards and Interpretations for Application in Future Periods

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the Shire.

Management's assessment of the new and amended pronouncements that are relevant to the Shire, applicable to future reporting periods and which have not yet been adopted are set out as follows:

Title	Issued / Compiled	Applicable ⁽¹⁾	Impact
(i) AASB 9 Financial Instruments (incorporating AASB 2014-7 and AASB 2014-8)	December 2014	1 January 2018	Nil – The objective of this Standard is to improve and simplify the approach for classification and measurement of financial assets compared with the requirements of AASB 139. Given the nature of the financial assets of the Shire, it is not anticipated the Standard will have any material effect.
(ii) AASB 15 Revenue from Contracts with Customers	December 2014	1 January 2018	<p>This Standard establishes principles for entities to apply to report useful information to users of financial statements about the nature, amount, timing and uncertainty of revenue and cash flows arising from a contract with a customer.</p> <p>The effect of this Standard will depend upon the nature of future transactions the Shire has with those third parties it has dealings with. It may or may not be significant.</p>
(iii) AASB 16 Leases	February 2016	1 January 2019	<p>Under AASB 16 there is no longer a distinction between finance and operating leases. Lessees will now bring to account a right-to-use asset and lease liability onto their statement of financial position for all leases. Effectively this means the vast majority of operating leases as defined by the current AASB 117 Leases which currently do not impact the statement of financial position will be required to be capitalised on the statement of financial position once AASB 16 is adopted.</p> <p>Currently, operating lease payments are expensed as incurred. This will cease and will be replaced by both depreciation and interest charges. Based on the current number of operating leases held by the Shire, the impact is not expected to be significant.</p>

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(w) New Accounting Standards and Interpretations for Application in Future Periods (Continued)

	Title	Issued / Compiled	Applicable ⁽¹⁾	Impact
(iv)	AASB 2014-3 Amendments to Australian Accounting Standards - Accounting for Acquisitions of Interests in Joint Operations [AASB 1 & AASB 11]	August 2014	1 January 2016	<p>This Standard amends AASB 11: <i>Joint Arrangements</i> to require the acquirer of an interest (both initial and additional) in a joint operation in which the activity constitutes a business, as defined in AASB 3: <i>Business Combinations</i>, to apply all of the principles on business combinations accounting in AASB 3 and other Australian Accounting Standards except for those principles that conflict with the guidance in AASB 11; and disclose the information required by AASB 3 and other Australian Accounting Standards for business combinations.</p> <p>Since adoption of this Standard would impact only acquisitions of interests in joint operations on or after 1 January 2016, management believes it is impracticable at this stage to provide a reasonable estimate of such impact on the Shire's financial statements.</p>
(v)	AASB 2014-4 Amendments to Australian Accounting Standards - Clarification of Acceptable Methods of Depreciation and Amortisation [AASB 116 & 138]	August 2014	1 January 2016	<p>This Standard amends AASB 116 and AASB 138 to establish the principle for the basis of depreciation and amortisation as being the expected pattern of consumption of the future economic benefits of an asset. It also clarifies the use of revenue-based methods to calculate the depreciation of an asset is not appropriate nor is revenue generally an appropriate basis for measuring the consumption of the economic benefits embodied in an intangible asset.</p> <p>Given the Shire currently uses the expected pattern of consumption of the future economic benefits of an asset as the basis of calculation of depreciation, it is not expected to have a significant impact.</p>
(vi)	AASB 2014-5 Amendments to Australian Accounting Standards arising from AASB 15	December 2014	1 January 2017	<p>Consequential changes to various Standards arising from the issuance of AASB 15.</p> <p>It will require changes to reflect the impact of AASB 15.</p>

**SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(w) New Accounting Standards and Interpretations for Application in Future Periods (Continued)

Title	Issued / Compiled	Applicable ⁽¹⁾	Impact
(vii) AASB 2015-2 Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 101 [AASB 7, 101, 134 & 1049]	January 2015	1 January 2016	<p>This Standard amends AASB 101 to provide clarification regarding the disclosure requirements in AASB 101. Specifically, the Standard proposes narrow-focus amendments to address some of the concerns expressed about existing presentation and disclosure requirements and to ensure entities are able to use judgement when applying a Standard in determining what information to disclose in their financial statements.</p> <p>This Standard also makes editorial and consequential amendments as a result of amendments to the Standards listed in the title column.</p> <p>It is not anticipated it will have any significant impact on disclosures as they currently exist and any changes will relate to presentation.</p>
(viii) AASB 2015-6 Amendments to Australian Accounting Standards - Extending Related Party Disclosures to Not-for-Profit Public Sector Entities [AASB 10, 124 & 1049]	March 2015	1 July 2016	<p>The objective of this Standard is to extend the scope of AASB 124 <i>Related Party Disclosures</i> to include not-for-profit sector entities.</p> <p>The Standard is expected to have a significant disclosure impact on the financial report of the Shire as both Elected Members and Senior Management will be deemed to be Key Management Personnel and resultant disclosures will be necessary.</p>

Notes:

⁽¹⁾ Applicable to reporting periods commencing on or after the given date.

**SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(x) Adoption of New and Revised Accounting Standards

During the current year, the Shire adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

These new and revised standards were as follows:

- (i) AASB 2015-3 Amendments to Australian Accounting Standards arising from the withdrawal of AASB 1031 Materiality
- (ii) AASB 2015-7 Amendments to Australian Accounting Standards - Fair Value Disclosures of Not-for-Profit Public Sector Entities

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

2. REVENUE AND EXPENSES	2016	2015	
	\$	\$	
(a) Net Result			
The Net result includes:			
(i) Charging as an expense:			
Significant expense			
General purpose funding	<u>5,574,636</u>	<u>1,127,881</u>	
This significant expense in the 2015 year relates to the reduction in fair value of the Shire's Town and Waste assets (refer Note 7b for further details)			
This significant expense in the 2016 year relates to the closure of the Onslow refuse site. This is not the sort of expense incurred during normal operations.			
Auditors remuneration			
During the year the following fees were paid or payable for services provided by the following auditors' of the Shire:			
<i>Moore Stephens</i>			
Audit and review of Financial Report	57,825	34,650	
Other Services	16,565	15,645	
Depreciation			
Buildings - non-specialised	223,445	211,407	
Buildings - specialised	1,277,522	1,231,115	
Furniture and Equipment	204,988	199,663	
Plant and Equipment	1,038,119	1,106,338	
Leasehold Improvements	0	10,609	
Infrastructure - Roads	8,196,009	5,138,334	
Infrastructure - Footpaths	169,837	74,104	
Infrastructure - Drainage	258,125	178,269	
Infrastructure - Airports	582,823	879,400	
Infrastructure - Bridges	11,013	0	
Infrastructure - Other	0	610,686	
Infrastructure - Parks & Ovals	0	208,489	
Infrastructure - Parks & Recreation	1,092,388	0	
Infrastructure - Towns	132,084	0	
Infrastructure - Waste	126,856	0	
	<u>13,313,209</u>	<u>9,848,414</u>	
Interest expenses (finance costs)			
Debentures (refer Note 21 (a))	245,026	192,457	
	<u>245,026</u>	<u>192,457</u>	
Rental charges			
- Operating leases	29,457	28,064	
	<u>29,457</u>	<u>28,064</u>	
(ii) Crediting as revenue:			
Other revenue			
Reimbursements and recoveries	218,163	107,679	
Other	518,999	370,402	
	<u>737,162</u>	<u>478,081</u>	
	<u>13,313,209</u>	<u>9,848,414</u>	
	2016	2016	2015
	Actual	Budget	Actual
	\$	\$	\$
Interest earnings			
- Reserve funds	404,524	320,000	434,930
- Other funds	122,693	165,000	409,838
Other interest revenue (refer note 27)	175,277	172,347	211,282
	<u>702,494</u>	<u>657,347</u>	<u>1,056,050</u>

**SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

2. REVENUE AND EXPENSES (Continued)

(b) Statement of Objective

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs. Council operations as disclosed in this financial report encompasses the following service orientated programs which it has established.

GOVERNANCE

Objective: To provide a decision making process for the efficient allocation of resources
Activities: Administration and operation of facilities and services to members of council;
Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services

GENERAL PURPOSE FUNDING

Objective: To collect revenue to allow for the provision of services
Activities: Rates, general purpose government grants and interest revenue

LAW, ORDER, PUBLIC SAFETY

Objective: To provide services to help ensure a safer community
Activities: Supervision of various by-laws, fire prevention, emergency services and animal control.

HEALTH

Objective: To assess and manage risks to public health and create and maintain environments that promote good public health
Activities: Food safety, traders permits, septic approvals, analysis of drinking water, public pool safety, monitoring and control of mosquitoes, noise - dust or odour complaints, public building inspections, Environmental Health support to Aboriginal communities, provision of public information on issues such as asbestos, mosquitoes, food hygiene

EDUCATION AND WELFARE

Objective: To meet the needs of the community in these areas
Activities: Maintenance of pre-school facilities & donations to schools. Assistance to welfare groups and Youth Services

HOUSING

Objective: To manage housing
Activities: Maintenance of staff and rental housing

COMMUNITY AMENITIES

Objective: To provide services required by the community
Activities: Rubbish collections, refuse site operations, litter control, administration of the town planning scheme, cemetery operations, public toilet facilities and protection of the environment.

RECREATION AND CULTURE

Objective: To establish and manage efficiently infrastructure and resources which will help the social well being of the community
Activities: Maintenance of Halls, swimming pools, sporting facilities, parks & associated facilities, provision of library services in Tom Price, Onslow, Pannawonica & Paraburadoo.

TRANSPORT

Objective: To provide effective and efficient transport services to the community
Activities: Construction and maintenance of streets, roads, bridges, footpaths; street lighting, traffic management and airport. Purchase and disposal of Council's Road Plant.

ECONOMIC SERVICES

Objective: To help promote the shire and improve its economic wellbeing
Activities: Building control, management of tourist bureau, tourism and area promotion and standpipes.

OTHER PROPERTY & SERVICES

Objective: To provide support services for works and plant operations
Activities: Private works operations, plant repairs and operation costs, stock and materials, salaries and wages of council employees.

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

2. REVENUE AND EXPENSES (Continued)

(c) Conditions Over Grants/Contributions

Grant/Contribution	Function/ Activity	Opening Balance ⁽¹⁾ 1/07/14 \$	Received ⁽²⁾ 2014/15 \$	Expended ⁽³⁾ 2014/15 \$	Closing Balance ⁽¹⁾ 30/06/15 \$	Received ⁽²⁾ 2015/16 \$	Expended ⁽³⁾ 2015/16 \$	Closing Balance 30/06/16 \$
Grants for Aboriginal Environmental Health	Law, Order & Public Safety	9,024	190,416	(136,849)	62,591	275,438	(201,282)	136,747 (*)
Country Local Government Fund - Tom Price Town Centre Revitalisation	Community Amenities	1,048,465	0	(1,048,465)	0	0	0	0
Interest on Country Local Government Funding	Recreation & Culture	1,136,455	50,871	(482,401)	704,925 (*)	8,100	(713,025)	0
MRWA - Regional Road Group Funding	Transport	693,094	997,211	(1,690,305)	0	277,300	(153,464)	123,836 (*)
Pilbara Iron - Paraburdoo Junior Area	Recreation & Culture	119,830	0	(119,830)	0	0	0	0
Pilbara Iron - Tom Price Sporting Precinct	Recreation & Culture	100,000	0	(100,000)	0	0	0	0
Pilbara Iron - Partnership Agreement (Management)	Governance	0	667,012	(217,012)	450,000 (#)	1,068,053	(428,222)	1,089,831 (#)
Pilbara Iron - Partnership Agreement (Contributions Eastern Community Events & Festivals)	Recreation & Culture	0	317,000	(224,976)	92,024	326,405	(270,512)	147,917 (#)
Pilbara Iron - Partnership Agreement (Community Development & Support)	Recreation & Culture	484,232	636,223	(519,732)	600,723 (#)	661,967	(519,855)	742,835 (#)
Dept. Of Regional Development & Lands (CLGF) - Paraburdoo Revitalisation	Community Amenities	831,939	0	(831,939)	0	0	0	0
Dept of Health - Mosquito Control	Health	7,995	9,103	(17,098)	0	0	0	0
Dept. Of Regional Development & Lands (CLGF) - Paraburdoo Child Care Centre	Education & Welfare	984,805	0	(90,191)	894,614 (*)	0	(894,614)	0
Rio Tinto - Paraburdoo Child Care Centre	Education & Welfare	0	1,860,000	0	1,860,000 (#)	500,000	(2,360,000)	0
Rio Tinto - Paraburdoo Child Care Centre	Education & Welfare	500,000	0	0	500,000 (*)	0	(500,000)	0
Water Corporation - Waterwise Demonstration Garden	Transport	10,000	0	(10,000)	0	0	0	0
Pilbara Iron - Tom Price Skate Park Lighting	Recreation & Culture	20,872	0	(20,872)	0	0	0	0
Hamersley Iron - Pannawonica Millstream Rd	Transport	2,258,689	0	(2,258,689)	0	0	0	0
Chevron - Kids Kitchen Garden	Education & Welfare	0	130,000	(21,311)	108,689	50,297	(143,666)	15,320 (*)
Dept of State Development - Onslow Waste Management Facility	Community Amenities	0	74,989	(38,622)	36,367	53,305	(89,672)	0
Dept. Of Regional Development & Lands (CLGF) - Paraburdoo Stormwater Drainage	Community Amenities	0	999,579	0	999,579 (*)	0	(685,773)	313,806 (*)
Chevron - Onslow Goods Shed Museum	Community Amenities	0	15,120	(5,007)	10,113	0	(2,705)	7,408 (*)
Chevron - Onslow Playgroup	Community Amenities	0	10,837	(9,852)	985	0	(985)	0
Dept of State Development - Onslow Aquatic Facility	Recreation & Culture	0	73,750	(33,015)	40,735	2,301,953	(1,312,808)	1,029,880 (*)
Rio Tinto - Paraburdoo CHUB	Recreation & Culture	0	140,000	(19,796)	120,204 (#)	0	0	120,204 (#)
Dept of State Development - Onslow Aquatic Facility	Recreation & Culture	0	45,000	(11,871)	33,129	4,750	(9,373)	28,506 (*)
Pilbara Iron - Paraburdoo Skate Park	Recreation & Culture	0	350,000	(1,819)	348,181	0	(348,181)	0
Pilbara Development Commission - Onslow Basketball Courts	Recreation & Culture	0	150,000	(1,108)	148,892	150,000	(298,892)	0
Dept of Sport & Recreation - Active Ashburton Program	Recreation & Culture	0	6,000	(4,074)	1,926	0	(1,153)	773
Dept of Sport & Recreation - Advanced Governance Training	Recreation & Culture	0	2,500	0	2,500	0	0	2,500
Dept of Sport & Recreation - Kidsport	Recreation & Culture	0	25,000	(1,591)	23,409	0	(1,126)	22,283 (*)
Dept. Of Regional Development & Lands - Paraburdoo CHUBB	Recreation & Culture	0	0	0	0	5,000,000	0	5,000,000 (*)

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

2. REVENUE AND EXPENSES (Continued)

(c) Conditions Over Grants/Contributions (Continued)

Grant/Contribution	Function/ Activity	Opening Balance ⁽¹⁾ 1/07/14 \$	Received ⁽²⁾ 2014/15 \$	Expended ⁽³⁾ 2014/15 \$	Closing Balance ⁽¹⁾ 30/06/15 \$	Received ⁽²⁾ 2015/16 \$	Expended ⁽³⁾ 2015/16 \$	Closing Balance 30/06/16 \$
Chevron - Destiny Onslow Project	Governance	0	0	0	0	35,000	(7,785)	27,215
Dept. of Child Protection - Grant Income	Education & Welfare	0	0	0	0	93,405	(72,838)	20,567 (*)
Dept. of Planning - Coastal Hazard Risk Management and Adaptation Plan	Community Amenities	0	0	0	0	342,964	(165,269)	177,695 (*)
Chevron - Western Partnership	Recreation & Culture	0	0	0	0	267,848	(177,704)	90,144 (*)
Dept. of Local Government & Communities - Youth Engagement Strategy	Recreation & Culture	0	0	0	0	10,000	0	10,000 (*)
Dept. of Sport & Recreation	Recreation & Culture	0	0	0	0	75,000	(41,827)	33,173 (*)
MRWA - Black Spot Funding	Transport	0	0	0	0	66,666	(65,082)	1,584 (*)
Dept. of Infrastructure - RTR Funding	Transport	0	0	0	0	1,775,616	(1,275,616)	500,000 (*)
Pilbara Development Commission - Karratha-Tom Price Rd Analysis	Other Property & Services	0	0	0	0	50,000	0	50,000 (*)
Total		<u>8,205,400</u>	<u>6,750,611</u>	<u>(7,916,425)</u>	<u>7,039,586</u>	<u>13,394,067</u>	<u>(10,741,429)</u>	<u>9,692,224</u>

Notes:

(1) - Grants/contributions recognised as revenue in a previous reporting period which were not expended at the close of the previous reporting period.

(2) - New grants/contributions which were recognised as revenues during the reporting period and which had not yet been fully expended in the manner specified by the contributor.

(3) - Grants/contributions which had been recognised as revenues in a previous reporting period or received in the current reporting period and which were expended in the current reporting period in the manner specified by the contributor.

(*) - These unspent contributions were held in a reserve fund called Unspent Grants and Contributions at the end of June 2015 and at the end of June 2016.

(#) - These unspent contributions were held in a reserve fund called RTIO Partnership at the end of June 2014 and at the end of June 2015.

	2016	2015
Unspent Grants not transferred to reserve as at 30 June (See Note 3)	30,488	909,541
Unspent Grants in RTIO Partnership Reserve at 30 June	2,100,787	3,030,927
Unspent Grants in Unspent Grants & Contributions Reserve at 30 June	<u>7,560,949</u>	<u>3,099,118</u>
	<u>9,692,224</u>	<u>7,039,586</u>

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

	Note	2016 \$	2015 \$
3. CASH AND CASH EQUIVALENTS			
Unrestricted		8,666,945	8,859,194
Restricted		<u>28,310,443</u>	<u>36,498,051</u>
		<u><u>36,977,388</u></u>	<u><u>45,357,245</u></u>
The following restrictions have been imposed by regulations or other externally imposed requirements:			
Employee Benefits Reserve	11	327,314	323,042
Plant Replacement Reserve	11	26,110	25,769
Infrastructure Reserve	11	5,019,130	6,576,047
Housing Reserve	11	901,919	2,030,453
Onslow community Infrastructure Reserve	11	185,309	183,442
Onslow Administration Building Reserve	11	0	5,567,821
Property Development Reserve	11	2,739,447	7,381,335
Unspent Grants and Contributions Reserve	11	7,513,967	3,109,676
RTIO Partnership Reserve	11	2,135,883	3,034,335
Onslow Aerodrome Reserve	11	6,178,151	3,000,000
Future Projects Reserve	11	3,252,725	4,249,632
Unspent grants	2(c)	30,488	909,541
Unspent loans	21(c)	0	106,958
		<u><u>28,310,443</u></u>	<u><u>36,498,051</u></u>
4. TRADE AND OTHER RECEIVABLES			
Current			
Rates outstanding		866,929	920,367
Sundry debtors		5,479,411	3,672,763
GST receivable		267,120	565,514
Payments in Advance		94,101	40,694
Accrued Income		7,922	12,072
Provision for Doubtful Debts		<u>(916,461)</u>	<u>(654,204)</u>
		<u><u>5,799,022</u></u>	<u><u>4,557,206</u></u>
5. INVENTORIES			
Current			
Fuel and materials		72,203	60,214
Tourist Bureau Stock		<u>98,654</u>	<u>40,565</u>
		<u><u>170,857</u></u>	<u><u>100,779</u></u>
Non-current			
Land held for resale - cost			
Cost of acquisition		22,970	22,970
Development costs		<u>565,730</u>	<u>492,363</u>
		<u><u>588,700</u></u>	<u><u>515,333</u></u>

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

	2016 \$	2015 \$
6 (a). PROPERTY, PLANT AND EQUIPMENT		
Land and buildings		
Land - freehold at:		
- Independent Valuation 2014 - Level 2	20,555,000	20,555,000
Less: Impairment loss	(5,386,250)	0
- Additions after valuation - cost	<u>390,176</u>	<u>0</u>
	15,558,926	20,555,000
Land - vested in and under the control of Council at:		
- Management Valuation 2014 - Level 3	<u>919,533</u>	<u>919,533</u>
	919,533	919,533
	<u>16,478,459</u>	<u>21,474,533</u>
Buildings - non-specialised at:		
- Independent Valuation 2014 - Level 2	12,920,000	13,030,000
- Management Valuation 2014 - Level 2	44,955	44,955
- Additions after valuation - cost	1,623,351	195,666
Less: accumulated depreciation	<u>(423,101)</u>	<u>(211,407)</u>
	14,165,205	13,059,214
Buildings - specialised at:		
- Independent Valuation 2014 - Level 3	41,586,157	41,633,837
- Management Valuation 2014 - Level 3	3,192,860	3,192,860
- Additions after valuation - cost	2,849,111	1,857,763
Less: accumulated depreciation	<u>(2,497,661)</u>	<u>(1,228,535)</u>
	45,130,467	45,455,925
	<u>59,295,672</u>	<u>58,515,139</u>
Total land and buildings	<u>75,774,131</u>	<u>79,989,672</u>
Furniture and Equipment at:		
- Management Valuation 2013 - Level 2	0	181,230
- Management Valuation 2013 - Level 3	0	453,629
- Management Valuation 2016 - Level 2	25,814	0
- Management Valuation 2016 - Level 3	322,776	0
- Additions after valuation - cost	0	198,680
Less accumulated depreciation	<u>0</u>	<u>(366,639)</u>
	348,590	466,900
Plant and Equipment at:		
- Management Valuation 2013 - Level 2	0	3,134,625
- Management Valuation 2013 - Level 3	0	2,559,052
- Independent valuation 2016 - level 2	2,282,150	0
- Management valuation 2016 - level 2	1,771,193	0
- Independent valuation 2016 - level 3	175,431	0
- Management valuation 2016 - level 3	3,866,753	0
- Additions after valuation - cost	0	3,832,390
Less accumulated depreciation	<u>0</u>	<u>(1,765,971)</u>
	8,095,527	7,760,096
Works in Progress	18,303,684	1,573,751
	<u>102,521,932</u>	<u>89,790,419</u>

6 (a). PROPERTY, PLANT AND EQUIPMENT (Continued)

The fair value of property, plant and equipment is determined at least every three years in accordance with the regulatory framework. Additions since the date of valuation are shown as cost, given they were acquired at arms length and any accumulated depreciation reflects the usage of service potential, it is considered the recorded written down value approximates fair value. At the end of each intervening period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with Local Government (Financial Management) Regulation 17A (2) which requires property, plant and equipment to be shown at fair value.

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

6. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Movements in Carrying Amounts

Movement in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Balance at the Beginning of the Year \$	Additions \$	(Disposals) \$	Revaluation Increments/ (Decrements) Transferred to Revaluation \$	Revaluation (Losses)/ Reversals Through to Profit or Loss \$	Impairment (Losses)/ Reversals \$	Depreciation (Expense) \$	Transfers \$	Carrying Amount at the End of Year \$
Land - freehold	20,555,000	899,089	0	0	0	(5,386,250)	0	(508,913)	15,558,926
Land - vested in and under the control of Council	919,533	0	0	0	0	0	0	0	919,533
Total land	21,474,533	899,089	0	0	0	(5,386,250)	0	(508,913)	16,478,459
Buildings - non-specialised	13,059,214	9,347,861	(98,249)	0	0	0	(223,445)	(7,920,176)	14,165,205
Buildings - specialised	45,455,925	9,001,489	(39,284)	0	0	0	(1,277,522)	(8,010,141)	45,130,467
Total buildings	58,515,139	18,349,350	(137,533)	0	0	0	(1,500,967)	(15,930,317)	59,295,672
Total land and buildings	79,989,672	19,248,439	(137,533)	0	0	(5,386,250)	(1,500,967)	(16,439,230)	75,774,131
Furniture and Equipment	466,900	36,332	0	60,864	0	0	(204,988)	(10,518)	348,590
Plant and Equipment	7,760,096	1,812,607	(456,869)	68,760	0	0	(1,038,119)	(50,948)	8,095,527
Works in Progress	1,573,751	0	0	0	0	0	0	16,729,933	18,303,684
Total property, plant and equipment	89,790,419	21,097,378	(594,402)	129,624	0	(5,386,250)	(2,744,074)	229,237	102,521,932

**SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

6. PROPERTY, PLANT AND EQUIPMENT (Continued)

(c) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of valuation	Date of last Valuation	Inputs used
Land and buildings					
Freehold land	2	Market approach using recent observable market data for similar properties	Independent registered valuers	June 2014	Price per hectare
Land vested in and under the	3	Improvements to land valued using	Management	June 2014	Improvements to land using construction costs and
Non-specialised buildings	2	Market approach using recent observable market data for similar properties	Independent registered valuers	June 2014	Price per square metre
Non-specialised buildings	3	Market approach using recent observable market data for similar properties	Management valuation	June 2014	Price per square metre
Specialised buildings	3	Improvements to land valued using cost approach using depreciated replacement cost	Independent & management valuation	June 2014	Improvements to land using construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Furniture and Equipment					
- Management valuation 2016	2	Market approach using recent observable market data for similar items	Management valuation	June 2016	Price per item
- Management valuation 2016	3	Cost approach using depreciated replacement cost	Management valuation	June 2016	Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs

**SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

6. PROPERTY, PLANT AND EQUIPMENT (Continued)

(c) Fair Value Measurements (Continued)

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of valuation	Date of last Valuation	Inputs used
Plant and Equipment					
- Independent valuation 2016	2	Market approach using recent observable market data for similar items	Independent registered valuers	June 2016	Price per item
- Independent valuation 2016	3	Cost approach using depreciated replacement cost	Independent registered valuers	June 2016	Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
- Management valuation 2016	2	Market approach using recent observable market data for similar items	Management valuation	June 2016	Price per item
- Management valuation 2016	3	Cost approach using depreciated replacement cost	Management valuation	June 2016	Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there was a change in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs as there was new market data available which is more representative of the fair value in those circumstances.

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

	2016 \$	2015 \$
7 (a). INFRASTRUCTURE		
Infrastructure - Roads		
- Management Valuation 2015 - Level 3	490,599,948	490,599,948
- Additions after valuation - cost	1,688,460	0
Less accumulated depreciation	<u>(49,347,096)</u>	<u>(41,293,689)</u>
	442,941,312	449,306,259
Infrastructure - Footpaths		
- Management Valuation 2015 - Level 3	8,739,571	8,739,571
- Additions after valuation - cost	702,957	0
Less accumulated depreciation	<u>(1,772,921)</u>	<u>(1,874,195)</u>
	7,669,607	6,865,376
Infrastructure - Drainage		
- Management Valuation 2015 - Level 3	25,746,921	25,746,921
- Additions after valuation - cost	213,441	0
Less accumulated depreciation	<u>(5,701,178)</u>	<u>(5,805,614)</u>
	20,259,184	19,941,307
Infrastructure - Airports		
- Management Valuation 2015 - Level 3	51,809,468	51,809,468
- Additions after valuation - cost	2,892,416	0
Less accumulated depreciation	<u>(2,182,606)</u>	<u>(1,599,783)</u>
	52,519,278	50,209,685
Infrastructure - Bridges		
- Management Valuation 2015 - Level 3	988,352	988,352
Less accumulated depreciation	<u>(453,433)</u>	<u>(442,420)</u>
	534,919	545,932
Infrastructure - Parks & Recreation		
- Management Valuation 2015 - Level 3	23,273,284	23,273,284
- Additions after valuation - cost	4,593,222	0
Less accumulated depreciation	<u>(6,508,174)</u>	<u>(5,532,589)</u>
	21,358,332	17,740,695
Infrastructure - Towns		
- Management Valuation 2015 - Level 3	4,825,238	4,825,238
- Additions after valuation - cost	1,923,657	0
Less accumulated depreciation	<u>(604,353)</u>	<u>(472,726)</u>
	6,144,542	4,352,512
Infrastructure - Waste		
- Management Valuation 2015 - Level 3	635,909	635,909
- Additions after valuation - cost	3,427,787	0
Less accumulated depreciation	<u>(297,773)</u>	<u>(171,015)</u>
	3,765,923	464,894
Works in Progress	1,924,148	5,812,912
	<u>557,117,245</u>	<u>555,239,572</u>

The fair value of infrastructure is determined at least every three years in accordance with the regulatory framework. Additions since the date of valuation are shown as cost. Given they were acquired at arms length and any accumulated depreciation reflects the usage of service potential, it is considered the recorded written down value approximates fair value. At the end of each intervening period the valuation is reviewed and, where appropriate, the fair value is updated to reflect current market conditions. This process is considered to be in accordance with Local Government (Financial Management) Regulation 17A (2) which requires infrastructure to be shown at fair value.

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

7. INFRASTRUCTURE (Continued)

(b) Movements in Carrying Amounts

Movement in the carrying amounts of each class of infrastructure between the beginning and the end of the current financial year.

	Balance as at the Beginning of the Year	Additions	(Disposals)	Revaluation Increments/ (Decrements) Transferred to Revaluation	Revaluation (Loss)/ Reversal Transferred to Profit or Loss	Impairment (Losses)/ Reversals	Depreciation (Expense)	Transfers	Carrying Amount at the End of the Year
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Infrastructure - Roads	449,306,259	1,670,770	(396,899)	36,081	0	0	(8,196,009)	521,110	442,941,312
Infrastructure - Footpaths	6,865,376	1,257,452	0	(348,932)	0	0	(169,837)	65,548	7,669,607
Infrastructure - Drainage	19,941,307	845,848	(211,841)	(1,675)	0	0	(258,125)	(56,330)	20,259,184
Infrastructure - Airports	50,209,685	2,887,265	0	0	0	0	(582,823)	5,151	52,519,278
Infrastructure - Bridges	545,932	0	0	0	0	0	(11,013)	0	534,919
Infrastructure - Parks & Recreation	17,740,695	6,263,792	(89,348)	0	0	0	(1,092,388)	(1,464,419)	21,358,332
Infrastructure - Towns	4,352,512	747,622	(4,055)	0	0	0	(132,084)	1,180,547	6,144,542
Infrastructure - Waste	464,894	433,566	(41,359)	0	0	0	(126,856)	3,035,678	3,765,923
Infrastructure - Works in Progress	5,812,912	0	0	0	0	0	0	(3,888,764)	1,924,148
Total infrastructure	<u>555,239,572</u>	<u>14,106,315</u>	<u>(743,502)</u>	<u>(314,526)</u>	<u>0</u>	<u>0</u>	<u>(10,569,135)</u>	<u>(601,479)</u>	<u>557,117,245</u>

**SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

7. INFRASTRUCTURE (Continued)

(c) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of valuation	Date of last Valuation	Inputs used
Roads	3	Cost approach using depreciated replacement cost	Management valuation	June 2015	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Footpaths	3	Cost approach using depreciated replacement cost	Management valuation	June 2015	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Drainage	3	Cost approach using depreciated replacement cost	Management valuation	June 2015	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Airports	3	Cost approach using depreciated replacement cost	Management valuation	June 2015	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Bridges	3	Cost approach using depreciated replacement cost	Management valuation	June 2015	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Parks & Recreation	3	Cost approach using depreciated replacement cost	Management valuation	June 2015	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Town	3	Cost approach using depreciated replacement cost	Management valuation	June 2015	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Waste	3	Cost approach using depreciated replacement cost	Management valuation	June 2015	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

	2016	2015
	\$	\$
8. TRADE AND OTHER PAYABLES		
Current		
Sundry Creditors	5,721,915	5,583,796
PAYG Payable	260,254	226,135
Income Received in Advance	9,196	20,047
ESL Liability	(3,923)	1,265
FBT Liability	31,555	34,116
Accrued Expenses	126,392	260,912
Accrued Interest on Loans	32,158	37,606
Accrued Salaries and Wages	108,813	487,198
	<u>6,286,360</u>	<u>6,651,075</u>

9. LONG-TERM BORROWINGS**Current**

Secured by floating charge
 Debentures

	708,807	1,258,461
	<u>708,807</u>	<u>1,258,461</u>

Non-current

Secured by floating charge
 Debentures

	4,515,268	5,224,075
	<u>4,515,268</u>	<u>5,224,075</u>

Additional detail on borrowings is provided in Note 21.

10. PROVISIONS

	Provision for Annual Leave \$	Provision for Long Service Leave \$	Total \$
Opening balance at 1 July 2015			
Current provisions	724,102	374,404	1,098,506
Non-current provisions	0	174,081	174,081
	<u>724,102</u>	<u>548,485</u>	<u>1,272,587</u>
Additional provision	114,959	137,101	252,060
Balance at 30 June 2016	<u>839,061</u>	<u>685,586</u>	<u>1,524,647</u>
Comprises			
Current	839,061	430,588	1,269,649
Non-current	0	254,998	254,998
	<u>839,061</u>	<u>685,586</u>	<u>1,524,647</u>

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

11. RESERVES - CASH BACKED

	Actual 2016 Opening Balance \$	Actual 2016 Transfer to \$	Actual 2016 Transfer (from) \$	Actual 2016 Closing Balance \$	Budget 2016 Opening Balance \$	Budget 2016 Transfer to \$	Budget 2016 Transfer (from) \$	Budget 2016 Closing Balance \$	Actual 2015 Opening Balance \$	Actual 2015 Transfer to \$	Actual 2015 Transfer (from) \$	Actual 2015 Closing Balance \$
Employee Benefits Reserve	323,042	4,272	0	327,314	323,042	2,896	0	325,938	316,484	6,558	0	323,042
Plant Replacement Reserve	25,769	341	0	26,110	25,769	231	0	26,000	25,246	523	0	25,769
Infrastructure Reserve	6,576,047	73,083	(1,630,000)	5,019,130	6,576,047	58,956	(3,990,000)	2,645,003	2,919,340	4,044,753	(388,046)	6,576,047
Housing Reserve	2,030,453	26,846	(1,155,380)	901,919	2,030,453	18,203	(1,500,000)	548,656	1,989,231	41,222	0	2,030,453
Onslow community Infrastructure Reserve	183,442	1,867	0	185,309	183,442	1,645	0	185,087	37,216	146,226	0	183,442
Onslow Administration Building Reserve	5,567,821	65,943	(5,633,764)	0	5,567,821	49,917	(4,200,000)	1,417,738	4,381,085	1,470,521	(283,785)	5,567,821
Property Development Reserve	7,381,335	99,712	(4,741,600)	2,739,447	7,381,336	66,175	(5,064,000)	2,383,511	7,767,148	166,062	(551,875)	7,381,335
Unspent Grants and Contributions Reserve	3,109,676	7,227,296	(2,823,005)	7,513,967	3,288,024	29,478	(2,679,799)	637,703	6,412,646	1,076,904	(4,379,874)	3,109,676
RTIO Partnership Reserve	3,034,335	2,012,271	(2,910,723)	2,135,883	3,067,844	142,867	(2,449,800)	760,911	0	3,067,844	(33,509)	3,034,335
Onslow Aerodrome Reserve	3,000,000	3,178,151	0	6,178,151	3,000,000	4,826,896	0	7,826,896	0	3,000,000	0	3,000,000
Future Projects Reserve	4,249,632	2,008,877	(3,005,784)	3,252,725	4,249,632	3,038,099	(4,055,000)	3,232,731	0	4,249,632	0	4,249,632
	<u>35,481,552</u>	<u>14,698,659</u>	<u>(21,900,256)</u>	<u>28,279,955</u>	<u>35,693,410</u>	<u>8,235,363</u>	<u>(23,938,599)</u>	<u>19,990,174</u>	<u>23,848,396</u>	<u>17,270,245</u>	<u>(5,637,089)</u>	<u>35,481,552</u>

All of the reserve accounts are supported by money held in financial institutions and match the amount shown as restricted cash in Note 3 to this financial report.

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of Reserve	Anticipated date of use	Purpose of the reserve
Employee Benefits Reserve	Ongoing	- To contribute towards funding the Council's liability for payments of employee benefits owing to staff and taken either as leave or paid termination of their employment.
Plant Replacement Reserve	Ongoing	- To provide an optimum level of cash reserves for funding the Council heavy machinery replacement program on a five year rolling basis.
Infrastructure Reserve	Ongoing	- To provide funds for provision and maintenance of new and existing infrastructure assets (Including Buildings) throughout the Shire.
Housing Reserve	Ongoing	- To provide funds to assist the Council to maintain and improve Council housing stock in accordance with the Housing Asset Management Plan.
Onslow community Infrastructure Reserve	Ongoing	- To provide funds for the development of community facilities in Onslow.
Onslow Administration Building Reserve	June 2016	- To provide funds to assist the Council in building the new Onslow Administration building.
Property Development Reserve	Ongoing	- To provide funds to assist the Council in purchasing, developing and selling property to stimulate economic development.
Unspent Grants and Contributions Reserve	Ongoing	- To preserve unspent Grant and ongoing Capital Works Funds.
RTIO Partnership Reserve	Ongoing	- For the purpose of funding the projects and programs associated with partnership agreements between the Shire of Ashburton and Rio Tinto (RTIO)
Onslow Aerodrome Reserve	Ongoing	- To provide funds for the upgrading and modifications to the Onslow aerodrome.
Future Projects Reserve	Ongoing	- To provide funds for Future Capital Projects determined in the Long Term Financial Plan.

SHIRE OF ASHBURTON
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FOR THE YEAR ENDED 30TH JUNE 2016

12. REVALUATION SURPLUS

	2016 Opening Balance \$	2016 Revaluation Increment \$	2016 Revaluation Decrement \$	2016 Total Movement on Revaluation \$	2016 Closing Balance \$	2015 Opening Balance \$	2015 Revaluation Increment \$	2015 Revaluation Decrement \$	2015 Total Movement on Revaluation \$	2015 Closing Balance \$
Land and buildings	45,839,548	0	(5,386,250) #	(5,386,250)	40,453,298	45,839,548	0	0	0	45,839,548
Furniture and Equipment	316,551	60,864	0	60,864	377,415	316,551	0	0	0	316,551
Plant and Equipment	365,354	68,760	0	68,760	434,114	365,354	0	0	0	365,354
Infrastructure - Roads	391,667,060	36,081	0 *	36,081	391,703,141	0	391,667,060	0	391,667,060	391,667,060
Infrastructure - Footpaths	4,925,956	0	(348,932) *	(348,932)	4,577,024	0	4,925,956	0	4,925,956	4,925,956
Infrastructure - Drainage	9,434,985	0	(1,675) *	(1,675)	9,433,310	0	9,434,985	0	9,434,985	9,434,985
Infrastructure - Airports	3,826,017	0	0	0	3,826,017	0	3,826,017	0	3,826,017	3,826,017
Infrastructure - Bridges	7,807	0	0	0	7,807	0	7,807	0	7,807	7,807
Infrastructure - Parks & Recreation	331,875	0	0	0	331,875	0	331,875	0	331,875	331,875
	<u>456,715,153</u>	<u>165,705</u>	<u>(5,736,857)</u>	<u>(5,571,152)</u>	<u>451,144,001</u>	<u>46,521,453</u>	<u>410,193,700</u>	<u>0</u>	<u>410,193,700</u>	<u>456,715,153</u>

Movements on revaluation of fixed assets are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

- The revaluation decrement in 2016 for land and buildings reflects an impairment loss on land within the Shire which was recognised in the accounts.

* - The revaluation increment and decrements in 2016 under infrastructure assets reflects the recognition of changes in data relating to these asset classes being recognised in the accounts.

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

13. NOTES TO THE STATEMENT OF CASH FLOWS

(a) Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	2016	2016	2015
	\$	Budget	\$
		\$	
Cash and cash equivalents	<u>36,977,388</u>	<u>22,793,799</u>	<u>45,357,245</u>
(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result			
Net result	14,556,858	26,271,206	18,623,689
Non-cash flows in Net result:			
Depreciation	13,313,209	9,192,173	9,848,414
(Profit)/Loss on sale of asset	1,021,462	59,120	3,649,782
Loss on revaluation of non-current assets	0	0	1,127,881
Asset adjustments through profit or loss	372,242	0	0
Changes in assets and liabilities:			
(Increase)/Decrease in receivables	(1,281,816)	1,610,230	(761,636)
(Increase)/Decrease in inventories	(70,078)	2,050	97,039
Increase/(Decrease) in payables	(364,715)	(148,810)	2,016,078
Increase/(Decrease) in provisions	252,060	6,000	285,222
Grants contributions for the development of assets	<u>(18,803,194)</u>	<u>(27,907,221)</u>	<u>(15,092,501)</u>
Net cash from operating activities	<u>8,996,028</u>	<u>9,084,748</u>	<u>19,793,968</u>
(c) Undrawn Borrowing Facilities			
	2016		2015
	\$		\$
Credit Standby Arrangements			
Bank overdraft limit	500,000		500,000
Bank overdraft at balance date	0		0
Credit card limit	65,000		65,000
Credit card balance at balance date	<u>(31,877)</u>		<u>(35,589)</u>
Total amount of credit unused	<u>533,123</u>		<u>529,411</u>
Loan facilities			
Loan facilities - current	708,807		1,258,461
Loan facilities - non-current	<u>4,515,268</u>		<u>5,224,075</u>
Total facilities in use at balance date	<u>5,224,075</u>		<u>6,482,536</u>
Unused loan facilities at balance date	<u>363,553</u>		<u>1,625,891</u>

**SHIRE OF ASHBURTON
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FOR THE YEAR ENDED 30TH JUNE 2016**

14. CONTINGENT LIABILITIES**(a) Wittenoom Asbestos**

Wittenoom asbestos claims are being made against a number of defendants including the Shire by former residents and visitors to Wittenoom for potential damages incurred as a result of suffering from asbestos related diseases.

The present outlook for the Shire in relation to Wittenoom litigation is being carefully monitored by the Council and the Executive on a monthly basis. The amount of potential claims and the Shire's potential contribution to the settlement of these has remained relatively steady over the current period.

Total future potential claims in respect of Wittenoom are not reliably quantifiable; however, the changing nature of damages claims and their defence means that individual cases could potentially place the Shire at a greater financial risk.

The Shire has a commitment from the State Government that it will support a financial contribution if the wittenoom impost becomes too onerous for the Shire. All cases to date have been settled out of court with a number of parties contributing to the settlement process. Out of court settlements result in no judgement being reached by the court.

The amount of on-going claims and the manner in which they were concluded have not been disclosed as this may prejudice the Shire's position in an individual case.

In the event that a number of cases brought against the Shire and additional defendants are ruled in favour of the plaintiff, the financial impact on the Shire may result in significant losses being incurred which in turn may convert to higher rating levels, or a reduction in services provided to ratepayers.

15. CAPITAL AND LEASING COMMITMENTS

2016 **2015**
\$ **\$**

(a) Operating Lease Commitments

Non-cancellable operating leases contracted for but not capitalised in the accounts.

Payable:

- not later than one year	29,457	29,457
- later than one year but not later than five years	5,374	34,831
	34,831	64,288

(b) Capital Expenditure Commitments

Contracted for:

- capital expenditure projects		
- Paraburdoo childcare centre construction	225,275	0
- Ocean View caravan park project	316,134	0
- Onslow swimming pool construction	5,142,378	0

Payable:

- not later than one year	5,683,787	0
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**SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

16. JOINT VENTURE ARRANGEMENTS

The Shire was not involved in any joint ventures at 30 June 2015 and 30 June 2016.

17. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

	2016	2015
	\$	\$
Governance	13,750,213	11,343,633
General purpose funding	866,929	920,367
Law, order, public safety	1,010,128	648,114
Health	151,493	82,460
Education and welfare	4,598,839	3,913,271
Housing	26,486,766	30,983,852
Community amenities	18,538,225	9,455,495
Recreation and culture	52,556,810	47,695,300
Transport	548,826,026	554,955,946
Economic services	11,305,397	7,935,639
Other property and services	11,076,965	14,736,630
Unallocated	14,007,353	12,889,847
	<u>703,175,144</u>	<u>695,560,554</u>

SHIRE OF ASHBURTON
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18. FINANCIAL RATIOS	2016	2015	2014
Current ratio	1.84	1.56	1.87
Asset sustainability ratio	0.75	1.22	1.06
Debt service cover ratio	5.05	8.08	16.48
Operating surplus ratio	(0.15)	0.10	0.39
Own source revenue coverage ratio	0.77	0.87	1.45

The above ratios are calculated as follows:

Current ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Asset sustainability ratio	$\frac{\text{capital renewal and replacement expenditure}}{\text{Depreciation expenses}}$
Debt service cover ratio	$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$
Operating surplus ratio	$\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$
Own source revenue coverage ratio	$\frac{\text{own source operating revenue}}{\text{operating expenses}}$

Notes:

Information relating to the Asset Consumption Ratio and Asset Renewal Funding Ratio can be found at Supplementary Ratio Information on Page 63 of this document.

(a) For 2016,

(i) the Debt Service Cover and the Operating Surplus ratios as disclosed above were distorted by the change to the payment of FAGs during the year ended 30 June 2016 which saw the advance payment of the first quarter of the following year cease. This created a timing difference which resulted in an amount of some \$2,413,892 less revenue for the year.

(ii) The Debt Service Cover, Operating Surplus and Own Source Revenue Coverage ratios as disclosed above were distorted by an item of significant expenditure totalling \$5,574,636 relating to the closure of the Onslow refuse site. This expenditure is required by legislation, imposed at the end of a refuse site's life. This event is infrequent and as such is deemed to be "one-off" in nature.

(b) For 2015,

(i) the Current, Debt Service Cover and the Operating Surplus ratios as disclosed above were distorted by an item of revenue relating to the early payment of 2015/16 Financial Assistance Grants (FAG's) of \$2,413,892 which was received prior to year-end.

(ii) The Debt Service Cover, Operating Surplus and Own Source Revenue Coverage ratios as disclosed above were distorted by an item of significant expenditure totalling \$1,127,881 relating to the loss on revaluation of infrastructure assets.

(iii) The Debt Service Cover, Operating Surplus and Own Source Revenue Coverage ratios as disclosed above were distorted by an item of expenditure totalling \$2,315,524 relating to the loss on disposal of assets brought about by the Fair Value Valuation of assets.

(c) For 2014,

(i) the Debt Service Cover and Operating Surplus ratios disclosed above were distorted by the change to the payment of FAGs during the year ended 30 June 2014 which saw the advance payment of the first quarter of the following year cease. This created a timing difference which resulted in an amount of some \$2,390,387 less revenue for the year.

(ii) the Debt Service Cover, Operating Surplus and the Own Source Revenue ratios as disclosed above were distorted by an item of revenue relating to an insurance refund of \$4,707,100 which was received prior to year-end but not spent.

Items (a) to (c) mentioned above are considered "one-off" timing/non cash in nature and, if they are ignored, the calculations disclosed in the columns above would be as follows:

	2016	2015	2014
Current Ratio	As above	1.28	As above
Debt Service Cover Ratio	10.36	8.71	15.16
Operating Surplus Ratio	0.05	0.12	0.38
Own Source Revenue Coverage Ratio	0.86	0.94	1.33

SHIRE OF ASHBURTON
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19. TRUST FUNDS

Funds held at balance date over which the Shire has no control and which are not included in the financial statements are as follows:

	1 July 2015 \$	Amounts Received \$	Amounts Paid (\$)	30 June 2016 \$
Public Open Space	330,500	0	(93,845)	236,655
Cleaning and Key Deposits	13,410	18,775	(16,175)	16,010
Other Trust Monies	28,404	7,869	(13,517)	22,756
Bonds and Guarantees	45,184	385,318	(209,136)	221,366
Nomination Deposit	80	720	(720)	80
Unclaimed Monies	7,671	414	0	8,085
BCITF Levy	23,024	133,062	(135,146)	20,940
BRB Levy	11,182	3,350	0	14,532
Consignment Stock	255	11,203	(10,161)	1,297
Tour Sales	24,227	130,586	(136,959)	17,854
	<u>483,937</u>			<u>559,575</u>

20. DISPOSALS OF ASSETS - 2015/16 FINANCIAL YEAR

The following assets were disposed of during the year.

	Actual Net Book Value \$	Actual Sale Proceeds \$	Actual Profit \$	Actual Loss \$	Budget Net Book Value \$	Budget Sale Proceeds \$	Budget Profit \$	Budget Loss \$
Governance								
Assets Disposed Producing a Loss	1,274	0	0	(1,274)	0	0	0	0
Law, Order & Public Safety								
Assets Disposed Producing a Loss	48,438	23,715	0	(24,723)	0	0	0	0
Housing								
Assets Disposed Producing a Loss	103,841	0	0	(103,841)	350,000	300,000	0	(50,000)
Community Amenities								
Assets Disposed Producing a Loss	59,439	0	0	(59,439)	0	0	0	0
Recreation & Culture								
Assets Disposed Producing a Loss	95,386	0	0	(95,386)	0	0	0	0
Transport								
Assets Disposed Producing a Profit	22,627	23,636	1,009	0	245,596	272,000	26,404	0
Assets Disposed Producing a Loss	1,006,899	269,091	0	(737,808)	299,524	264,000	0	(35,524)
	<u>1,337,904</u>	<u>316,442</u>	<u>1,009</u>	<u>(1,022,471)</u>	<u>895,120</u>	<u>836,000</u>	<u>26,404</u>	<u>(85,524)</u>

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

21. INFORMATION ON BORROWINGS

(a) Repayments - Debentures

Particulars	Principal 1 July 2015 \$	New Loans		Principal Repayments		Principal 30 June 2016		Interest Repayments	
		Actual \$	Budget	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Governance									
Loan 124 - Onslow Administration Building	0	0	3,300,000	0	0	0	3,300,000	0	0
Housing									
Loan 117 - Housing Manager	532,961	0	0	54,573	58,194	478,388	474,767	27,831	28,315
Loan 121 - New Staff Housing	1,671,841	0	0	239,323	250,219	1,432,518	1,421,622	93,159	96,289
Community Amenities									
Loan 122 Onslow Transfer Station	3,200,000	0	0	277,807	298,137	2,922,193	2,901,863	95,294	96,437
Recreation & Culture									
Loan 118 - Community Rec Centre	168,755	0	0	33,830	35,015	134,925	133,740	9,006	9,337
Loan 123 - Paraburdoo CHUB	0	0	1,500,000	0	0	0	1,500,000	0	0
Transport									
Loan 116 - Onslow Aerodrome	117,172	0	0	56,602	57,292	60,570	59,880	6,687	7,011
Loan 119 - Onslow Aerodrome	209,113	0	0	13,632	15,052	195,481	194,061	13,049	13,086
Other Property & Services									
DSD Loan - Onslow Aerodrome Temporary Camp	582,694	0	0	582,694	582,694	0	0	0	0
	6,482,536	0	4,800,000	1,258,461	1,296,603	5,224,075	9,985,933	245,026	250,475

All debenture repayments are to be financed by general purpose revenue.

SHIRE OF ASHBURTON
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FOR THE YEAR ENDED 30TH JUNE 2016

21. INFORMATION ON BORROWINGS (Continued)

(b) New Debentures - 2015/16

Particulars/Purpose	Amount Borrowed		Institution	Loan Type	Term (Years)	Interest & Charges	Total Interest Rate	Amount Used		Balance Unspent
	Actual \$	Budget \$						Actual \$	Budget \$	
Loan 123 - Paraburdoo CHUB	0	1,500,000	WATC	Debenture	10	310,008	3.72%	0	1,500,000	0
Loan 124 - Onslow Administration Building	0	3,300,000	WATC	Debenture	15	1,050,752	3.77%	0	3,300,000	0
	<u>0</u>	<u>4,800,000</u>				<u>1,360,760</u>		<u>0</u>	<u>4,800,000</u>	<u>0</u>

(c) Unspent Debentures

Particulars	Date Borrowed	Balance 1 July 15	Borrowed	Expended	Balance 30 June 16
			During Year	During Year	
		\$	\$	\$	\$
Loan 121 New Staff Housing	29/04/2011	1,518,933	0	(1,155,380)	363,553
Loan 122 Onslow Transfer Station	30/04/2015	106,958	0	(106,958)	0
		<u>1,625,891</u>	<u>0</u>	<u>(1,262,338)</u>	<u>363,553</u>

(d) Overdraft

Council has an overdraft facility of \$500,000 with Westpac bank to assist with short term liquidity requirements. The physical balance of the bank overdraft at the bank as at 1 July 2015 and 30 June 2016 was \$Nil.

SHIRE OF ASHBURTON
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22. RATING INFORMATION - 2015/16 FINANCIAL YEAR

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Budget Rate Revenue \$	Budget Interim Rate \$	Budget Back Rate \$	Budget Total Revenue \$
Differential general rate											
Gross rental value valuations											
GRV - Residential/Community	5.0208	2,417	80,345,775	4,034,001	91,315	9,940	4,135,256	4,038,900	0	0	4,038,900
GRV - Commercial/Industrial/Tourism	5.0305	153	21,724,874	1,092,870	104,692	10,066	1,207,628	1,113,800	0	0	1,113,800
Unimproved value valuations											
UV - Rural/Pastoral	5.2635	32	5,221,847	274,852	1,476	(1,056)	275,272	274,852	0	0	274,852
UV - Mining/Industrial	38.2467	690	46,980,077	17,968,329	626,482	18,932	18,613,743	17,781,596	50,000	50,000	17,881,596
UV - Tourism	16.0044	4	340,000	54,415	0	0	54,415	54,415	0	0	54,415
UV - Residential	5.0208	1	2,250,000	112,968	0	0	112,968	112,968	0	0	112,968
Non Rateable	0.0000	283	1,773,560	0	(573,608)	(31,045)	(604,653)	0	0	0	0
Sub-Total		3,580	158,636,133	23,537,435	250,357	6,837	23,794,629	23,376,531	50,000	50,000	23,476,531
Minimum payment	Minimum \$										
Gross rental value valuations											
GRV - Residential/Community (General)	650.00	120	697,020	78,000	0	0	78,000	61,750	0	0	61,750
GRV - Residential/Community (Lesser)	487.50	17	20,004	8,288	0	0	8,288	8,288	0	0	8,288
GRV - Commercial/Industrial/Tourism	812.50	43	283,485	34,938	0	0	34,938	34,125	0	0	34,125
Unimproved value valuations											
UV - Rural/Pastoral	812.50	10	63,085	8,125	0	0	8,125	8,125	0	0	8,125
UV - Mining/Industrial	812.50	455	411,180	369,688	0	0	369,688	376,187	0	0	376,187
Sub-Total		645	1,474,774	499,039	0	0	499,039	488,475	0	0	488,475
		4,225	160,110,907	24,036,474	250,357	6,837	24,293,668	23,865,006	50,000	50,000	23,965,006
Discounts/concessions (refer note 26)							0				0
Concessions							(292,648)				(294,215)
Total amount raised from general rate							24,001,020				23,670,791
Specified Area Rate (refer note 24)							0				0
Ex-gratia rates							7,308				5,050
Movement in Excess Rates							5,233				5,000
Rates Written Off							(37,370)				(7,450)
Totals							23,976,191				23,673,391

SHIRE OF ASHBURTON
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FOR THE YEAR ENDED 30TH JUNE 2016

23. NET CURRENT ASSETS

Composition of net current assets

	2016 (30 June 2016 Carried Forward) \$	2016 (1 July 2015 Brought Forward) \$	2015 (30 June 2015 Carried Forward) \$
Surplus/(Deficit)	<u>8,380,952</u>	<u>7,882,603</u>	<u>7,882,603</u>
CURRENT ASSETS			
Cash and cash equivalents			
Unrestricted	8,666,945	8,859,194	8,859,194
Cash - Restricted Reserves	28,279,955	35,481,552	35,481,552
Cash - Restricted Unspent Grants	30,488	909,541	909,541
Cash - Restricted Unspent Loans	0	106,958	106,958
Receivables			
Rates outstanding	866,929	920,367	920,367
Sundry debtors	5,479,411	3,672,763	3,672,763
GST receivable	267,120	565,514	565,514
Payments in Advance	94,101	40,694	40,694
Accrued Income	7,922	12,072	12,072
Provision for Doubtful Debts	(916,461)	(654,204)	(654,204)
Inventories			
Fuel and materials	72,203	60,214	60,214
Tourist Bureau Stock	98,654	40,565	40,565
LESS: CURRENT LIABILITIES			
Trade and other payables			
Sundry Creditors	(5,721,915)	(5,583,796)	(5,583,796)
PAYG Payable	(260,254)	(226,135)	(226,135)
Income Received in Advance	(9,196)	(20,047)	(20,047)
ESL Liability	3,923	(1,265)	(1,265)
FBT Liability	(31,555)	(34,116)	(34,116)
Accrued Expenses	(126,392)	(260,912)	(260,912)
Accrued Interest on Loans	(32,158)	(37,606)	(37,606)
Accrued Salaries and Wages	(108,813)	(487,198)	(487,198)
Current portion of long term borrowings			
Secured by floating charge	(708,807)	(1,258,461)	(1,258,461)
Provisions			
Provision for annual leave	(839,061)	(724,102)	(724,102)
Provision for long service leave	(430,588)	(374,404)	(374,404)
Unadjusted net current assets	<u>34,682,451</u>	<u>41,007,188</u>	<u>41,007,188</u>
Adjustments			
Less: Reserves - restricted cash	(28,279,955)	(35,481,552)	(35,481,552)
Add: Secured by floating charge	708,807	1,258,461	1,258,461
Add: Current Employee Benefits Provision	1,269,649	1,098,506	1,098,506
Adjusted net current assets - surplus/(deficit)	<u><u>8,380,952</u></u>	<u><u>7,882,603</u></u>	<u><u>7,882,603</u></u>

Difference

There was no difference between the surplus/(deficit) 1 July 2015 brought forward position used in the 2016 audited financial report and the surplus/(deficit) carried forward position as disclosed in the 2015 audited financial report.

**SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

24. SPECIFIED AREA RATE - 2015/16 FINANCIAL YEAR

No specified area rate is levied by Council

25. SERVICE CHARGES - 2015/16 FINANCIAL YEAR

The Shire did not impose any service charges.

**26. DISCOUNTS, INCENTIVES, CONCESSIONS, & WRITE-OFFS
- 2015/16 FINANCIAL YEAR****Rates Discounts**

No discount for early payment applied to rates in the 2015/16 year.

Waivers or Concessions

Rate or Fee and Charge to which the Waiver or Concession is Granted	Type	Discount % or \$	Actual \$	Budget \$
Rate assessment	Concession	292,648	292,648	294,215
Rate assessment	Write-off	37,370	37,370	7,450
Dog and Cat registration fees (Statutory)	Discount	50%	0	0
Venue Hire Charges	Discount	50%	0	0
Refuse Collection Charge	Discount	50%	0	0
			330,018	301,665

Rate or Fee and Charge to which the Waiver or Concession is Granted	Circumstances in which the Waiver or Concession is Granted and to whom it was available	Objects of the Waiver or Concession	Reasons for the Waiver or Concession
GRV Residential/Community	The concession was the difference payable between 2014/15 valuations and the proposed 2015/16 GRV Residential/Community properties rate in the dollar (i.e. 0.050961), and 2015/16 valuations. The dollar value of the concession was \$292,648	To ameliorate the effect of this significant increase in valuations.	The concession was the difference payable between 2014/15 valuations and the proposed 2015/16 GRV Residential/Community properties rate in the dollar (i.e. 0.050961), and 2015/16 valuations. The dollar value of the concession was \$292,648
Dog and Cat registration fees (Statutory)	Eligible Pensioners	Assist pensioners with cost of registrations.	Pensioners require assistance with meeting cost of registrations.
Venue Hire Charges	Junior organisation/Youth	Promote Youth Activity in the Shire.	Council support Youth Activity
Refuse Collection Charge	Community Groups as defined in Policy REC05	Support Community Groups	Council support Community Groups

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

27. INTEREST CHARGES AND INSTALMENTS - 2015/16 FINANCIAL YEAR

	Date Due	Instalment Plan Admin Charge \$	Instalment Plan Interest Rate %	Unpaid Rates Interest Rate %
Instalment Options				
Option One				
Single full payment	01-Oct-15			11.00%
Option Two				
First Instalment	01-Oct-15		5.50%	11.00%
Second Instalment	02-Feb-16	10	5.50%	11.00%
Option Three				
First Instalment	01-Oct-15			11.00%
Second Instalment	01-Dec-15	10	5.50%	11.00%
Third Instalment	02-Feb-16	10	5.50%	11.00%
Fourth Instalment	05-Apr-16	10	5.50%	11.00%

	Revenue \$	Budgeted Revenue \$
Interest on unpaid rates	145,849	148,847
Interest on instalment plan	21,921	10,500
Interest on ESL	2,697	3,000
Interest on Sundry Debtors	4,810	10,000
Charges on instalment plan	7,462	5,000
	182,739	177,347

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

28. FEES & CHARGES	2016	2015
	\$	\$
Governance	20,658	59,400
General purpose funding	11,026	7,658
Law, order, public safety	59,966	72,741
Health	75,719	110,331
Education and welfare	0	166
Housing	383,198	309,122
Community amenities	3,595,154	3,776,178
Recreation and culture	370,335	334,756
Transport	9,067,334	6,245,336
Economic services	1,933,547	3,184,370
Other property and services	36,575	237,123
	<u>15,553,512</u>	<u>14,337,181</u>

There were no changes during the year to the amount of the fees or charges detailed in the original budget.

29. GRANT REVENUE

Grants, subsidies and contributions are included as operating revenues in the Statement of Comprehensive Income:

By Nature or Type:	2016	2015
	\$	\$
Operating grants, subsidies and contributions		
Governance	1,103,053	668,217
General purpose funding	2,267,344	7,153,758
Law, order, public safety	53,776	56,159
Health	246,500	155,931
Education and welfare	145,577	182,964
Housing	0	330
Community amenities	877,346	516,247
Recreation and culture	770,903	972,051
Transport	997,063	430,925
Other property and services	34,821	23,088
	<u>6,496,383</u>	<u>10,159,670</u>
Non-operating grants, subsidies and contributions		
Governance	1,000,000	0
Law, order, public safety	363,001	0
Education and welfare	500,000	1,923,652
Community amenities	974,322	1,074,568
Recreation and culture	11,078,003	874,977
Transport	6,041,310	10,790,093
Other property and services	570,200	0
	<u>20,526,836</u>	<u>14,663,290</u>

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

	2016	2015
	\$	\$
30. EMPLOYEE NUMBERS		
The number of full-time equivalent employees at balance date	154	154

	2016	2016		2015
	\$	Budget		\$
		\$		
31. ELECTED MEMBERS REMUNERATION				
The following fees, expenses and allowances were paid to council members and/or the president.				
Meeting Fees	175,990	181,280		175,615
President's Attendance Fee	30,385	30,385		30,385
President's Allowance	61,800	61,800		61,350
Deputy President's Allowance	15,450	15,450		15,450
Travelling Expenses	76,675	50,000		97,239
Child Care Allowance	275	0		0
Telecommunications Allowance	4,000	4,500		4,500
	364,575	343,415		384,539

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

32. MAJOR LAND TRANSACTIONS

The Shire did not participate in any major land transactions during the 2015/16 financial year.

33. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS

Onslow Aerodrome

Councils objective is to maintain a safe landing airstrip and functional airport amenities conducive to the promotion of the district as a tourist and business destination.

Operating costs are met by landing fees charged. Annual surpluses as determined by Council are transferred to a cash reserve to finance future improvements to the facility.

(a) Operating Statement	2016	Budget	2015
	\$	\$	\$
Operating Income			
Landing Fees	41,194	180,000	187,427
Passenger Tax	7,115,073	7,762,000	5,834,563
Property Rental	147,043	89,296	82,428
Security Screening Charges	1,750,169	2,000,000	0
Sundry Income	7,230	27,934	17,948
	9,060,709	10,059,230	6,122,366
Operating Expenditure			
Employee Expenses	(426,075)	(198,998)	(379,869)
Operational Expenses	(1,344,644)	(1,795,455)	(456,462)
Grounds & Strip Maintenance	(154,270)	(159,313)	(112,250)
Marketing	(19,107)	(25,000)	(9,938)
Other Sundry Expenses	(19,736)	(20,097)	(208,742)
Administration Expenses	(164,008)	(221,053)	(22,938)
Administration Overheads	(158,774)	(158,637)	(148,332)
Depreciation	(1,204,478)	(61,761)	(61,761)
	(3,491,092)	(2,640,314)	(1,400,292)
Operating Result	5,569,617	7,418,916	4,722,074
(b) Non-Operating Income & Expenditure			
Capital Revenue			
Transfer from Cash Reserve	0	0	0
Contributions	2,678,336	5,147,570	9,171,537
Government Grants	0	0	0
	2,678,336	5,147,570	9,171,537
Capital Expenditure			
Transfer to Cash Reserve	(3,150,000)	(4,800,000)	(3,000,000)
Infrastructure	(2,665,579)	(4,050,000)	(3,412,031)
Buildings	(221,686)	(250,000)	(774,124)
Airport Equipment Purchase	(16,723)	(10,000)	(989,615)
Financing Expenses	(70,234)	(72,344)	(65,699)
	(6,124,222)	(9,182,344)	(8,241,469)
TOTAL NET TRADING UNDERTAKING	2,123,731	3,384,142	5,652,142

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

34. FINANCIAL RISK MANAGEMENT

The Shire's activities expose it to a variety of financial risks including price risk, credit risk, liquidity risk and interest rate risk. The Shire's overall risk management focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Shire.

The Shire does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council.

The Shire held the following financial instruments at balance date:

	Carrying Value		Fair Value	
	2016	2015	2016	2015
	\$	\$	\$	\$
Financial assets				
Cash and cash equivalents	36,977,388	45,357,245	36,977,388	45,357,245
Receivables	<u>5,799,022</u>	<u>4,557,206</u>	<u>5,799,022</u>	<u>4,557,206</u>
	<u><u>42,776,410</u></u>	<u><u>49,914,451</u></u>	<u><u>42,776,410</u></u>	<u><u>49,914,451</u></u>
Financial liabilities				
Payables	6,286,360	6,651,075	6,286,360	6,651,075
Borrowings	<u>5,224,075</u>	<u>6,482,536</u>	<u>4,834,270</u>	<u>5,988,190</u>
	<u><u>11,510,435</u></u>	<u><u>13,133,611</u></u>	<u><u>11,120,630</u></u>	<u><u>12,639,265</u></u>

Fair value is determined as follows:

- Cash and cash equivalents, receivables, payables - estimated to the carrying value which approximates net market value.
- Borrowings - estimated future cash flows discounted by the current market interest rates applicable to assets and liabilities with similar risk profiles.

**SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

34. FINANCIAL RISK MANAGEMENT (Continued)

(a) Cash and Cash Equivalents

The Shire's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital. The finance area manages the cash portfolio with the assistance of independent advisers (where applicable). Council has an investment policy and the policy is subject to review by Council. An Investment Report is provided to Council on a monthly basis setting out the make-up and performance of the portfolio.

Cash is subject to interest rate risk - the risk that movements in interest rates could affect returns.

Another risk associated with cash is credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to the Shire.

The Shire manages these risks by diversifying its portfolio and only investing in investments authorised by *Local Government (Financial Management) Regulation 19C*. Council also seeks advice from independent advisers (where considered necessary) before placing any cash and investments.

	2016	2015
	\$	\$
Impact of a 1% ⁽¹⁾ movement in interest rates on cash		
- Equity	439,676	438,865
- Statement of Comprehensive Income	439,676	438,865

Notes:

⁽¹⁾ Sensitivity percentages based on management's expectation of future possible market movements.

**SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

34. FINANCIAL RISK MANAGEMENT (Continued)

(b) Receivables

The Shire's major receivables comprise rates and annual charges and user charges and fees. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The Shire manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of the Shire to recover these debts as a secured charge over the land – that is, the land can be sold to recover the debt. The Shire is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The Shire makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

The profile of the Shire's credit risk at balance date was:

	2016	2015
Percentage of rates and annual charges		
- Current	0%	0%
- Overdue	100%	100%
Percentage of other receivables		
- Current	89%	77%
- Overdue	11%	23%
Percentage of Deferred Rates Receivables		
- Current	0%	0%
- Overdue	0%	0%

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

34. FINANCIAL RISK MANAGEMENT (Continued)

(c) Payables
Borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The Shire manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required.

The contractual undiscounted cash flows of the Shire's Payables and Borrowings are set out in the Liquidity Sensitivity Table below:

	Due within 1 year \$	Due between 1 & 5 years \$	Due after 5 years \$	Total contractual cash flows \$	Carrying values \$
<u>2016</u>					
Payables	6,286,360	0	0	6,286,360	6,286,360
Borrowings	930,495	3,401,985	1,805,345	6,137,825	5,224,075
	<u>7,216,855</u>	<u>3,401,985</u>	<u>1,805,345</u>	<u>12,424,185</u>	<u>11,510,435</u>
<u>2015</u>					
Payables	6,651,075	0	0	6,651,075	6,651,075
Borrowings	1,513,189	3,509,119	2,628,706	7,651,014	6,482,536
	<u>8,164,264</u>	<u>3,509,119</u>	<u>2,628,706</u>	<u>14,302,089</u>	<u>13,133,611</u>

**SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

34. FINANCIAL RISK MANAGEMENT (Continued)

**(c) Payables
Borrowings (continued)**

Borrowings are also subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The Shire manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation.

The following tables set out the carrying amount, by maturity, of the financial instruments exposed to interest rate risk:

	<1 year	>1<2 years	>2<3 years	>3<4 years	>4<5 years	>5 years	Total	Weighted Average Effective Interest Rate
	\$	\$	\$	\$	\$	\$	\$	%
<u>Year ended 30 June 2016</u>								
Borrowings								
Fixed rate								
Debentures	60,569	0	0	134,926	1,432,518	3,596,062	5,224,075	4.34%
Weighted average Effective interest rate	6.89%			5.82%	5.97%	3.59%		
<u>Year ended 30 June 2015</u>								
Borrowings								
Fixed rate								
Debentures	582,694	117,171	0	0	168,755	5,613,916	6,482,536	3.99%
Weighted average Effective interest rate	0.00%	6.79%			5.82%	4.29%		

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

35. PRIOR PERIOD CORRECTIONS

The following adjustment has been made to comparative amounts in the 30 June 2016 Financial Report to bring to account financial activities that were incorrectly stated in 2014/15. Details of this activity is below:-

In 2014/15 the Shire revalued it's Parks & Recreation Infrastructure at fair value as at 30 June 2015. At the time of the revaluation the new Nature Based Playground at Clem Thompson Oval was not included. This error has now been identified and the necessary adjustments have been affected.

As a result, the Infrastructure Parks & Recreation fair value valuation increased by \$387,442. This meant the prior year loss on revaluation of \$55,567 was replaced with a surplus on revaluation of \$331,875.

	Financial Report 2015 \$	Corrected Comparative 2015 \$	Adjustment \$
STATEMENT OF COMPREHENSIVE INCOME			
<i>BY NATURE OR TYPE:-</i>			
(Loss) on revaluation of non-current assets	(1,183,448)	(1,127,881)	55,567
Net Result	18,568,122	18,623,689	55,567
Changes on Revaluation of Non-current Assets	409,861,825	410,193,700	331,875
Total Comprehensive Income	428,429,947	428,817,389	387,442
<i>BY PROGRAM:-</i>			
(Loss) on revaluation of non-current assets	(1,183,448)	(1,127,881)	55,567
Net Result	18,568,122	18,623,689	55,567
Changes on Revaluation of Non-current Assets	409,861,825	410,193,700	331,875
Total Comprehensive Income	428,429,947	428,817,389	387,442
STATEMENT OF FINANCIAL POSITION			
Infrastructure	554,852,130	555,239,572	387,442
Retained Surplus	188,902,084	188,957,651	55,567
Revaluation Surplus	456,383,278	456,715,153	331,875
STATEMENT OF CHANGES IN EQUITY			
<i>Retained Surplus:-</i>			
Balance at 1 July 2014	181,967,118	181,967,118	0
Balance at 30 June 2015	188,902,084	188,957,651	55,567
<i>Revaluation Surplus:- Changes on revaluation of non-current assets</i>			
Balance at 1 July 2014	46,521,453	46,521,453	0
Changes on Revaluation of Non-Current Assets	409,861,825	410,193,700	331,875
Balance at 30 June 2015	456,383,278	456,715,153	331,875
RATE SETTING STATEMENT			
Expenses - General Purpose Funding	(1,346,947)	(1,291,380)	55,567
(Loss) on revaluation of non-current assets	1,183,448	1,127,881	(55,567)
NOTE 2 - REVENUES AND EXPENSES			
Significant expense			
General purpose funding	1,183,448	1,127,881	(55,567)

SHIRE OF ASHBURTON
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

35. PRIOR PERIOD CORRECTIONS (Continued)

	Financial Report 2015 \$	Corrected Comparative 2015 \$	Adjustment \$
NOTE 7 - INFRASTRUCTURE			
Parks & Recreation at:			
- Management Valuation 2015 - Level 3	22,885,842	23,273,284	387,442
<i>Movements in Carrying Amounts:-</i>			
Balance at the beginning of the year - Infrastructure			
Parks & Recreation	17,353,253	17,740,695	387,442
NOTE 12 - REVALUATION SURPLUS			
Infrastructure Parks & Recreation			
- Revaluation Increment	0	331,875	331,875
NOTE 13 - NOTES TO THE STATEMENT OF CASH FLOWS			
(b) - Reconciliation of Net Cash Provided By			
Operating Activities to Net Result			
- Net Result	18,568,122	18,623,689	55,567
- Loss on revaluation of non-current assets	1,183,448	1,127,881	(55,567)
NOTE 17 - TOTAL ASSETS			
Recreation and culture	47,307,858	47,695,300	387,442

NOTE 18 - FINANCIAL RATIOS

Restatement of the numbers above affected the 2015 comparative ratios as follows:

Unadjusted Ratio

Debt Service Ratio Increased from 8.05 to 8.08

Adjusted Ratio

Debt Service Ratio Increased from 8.67 to 8.71

**SHIRE OF ASHBURTON
SUPPLEMENTARY RATIO INFORMATION
FOR THE YEAR ENDED 30TH JUNE 2016**

RATIO INFORMATION

The following information relates to those ratios which only require attestation they have been checked and are supported by verifiable information. It does not form part of the audited financial report

	2016	2015	2014
Asset consumption ratio	0.85	0.86	0.65
Asset renewal funding ratio	0.82	0.83	N/A

The above ratios are calculated as follows:

Asset consumption ratio	$\frac{\text{depreciated replacement costs of assets}}{\text{current replacement cost of depreciable assets}}$
Asset renewal funding ratio	$\frac{\text{NPV of planning capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$

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INDEPENDENT AUDITOR'S REPORT TO THE ELECTORS OF THE SHIRE OF ASHBURTON

REPORT ON THE FINANCIAL REPORT

We have audited the accompanying financial report of the Shire of Ashburton, which comprises the statement of financial position as at 30 June 2016, statement of comprehensive income by nature or type, statement of comprehensive income by program, statement of changes in equity, statement of cash flows and the rate setting statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the statement by Chief Executive Officer.

Management's Responsibility for the Financial Report

Management is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards, the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended) and for such internal control as Management determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

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

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

Opinion

In our opinion, the financial report of the Shire of Ashburton is in accordance with the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended), including:

- a. giving a true and fair view of the Shire's financial position as at 30 June 2016 and of its financial performance and its cash flows for the year ended on that date; and
- b. complying with Australian Accounting Standards (including Australian Accounting Interpretations).

MOORE STEPHENS

COMMENT ON RATIOS (CONTINUED)

Summary

The Shire's ratio position, after adjustment for FAGs and Onslow tip closure expenditure, appears reasonably consistent with prior years with improvements in the Current ratio but deterioration in both Asset Sustainability and Operating Surplus ratios.

Whilst some ratios are below the accepted industry benchmark, given the relative strength of the other ratios and the Shire's balance sheet, lower ratios may be expected and acceptable in the short term, provided other measures/strategies are maximised.

Notwithstanding this, a number of the ratios do appear to be trending downwards over the longer term and this should be considered moving forward.

We would like to take this opportunity to stress one off assessments of ratios at a particular point in time can only provide a snapshot of the financial position and operating situation of the Shire. As is the case with all ratios and indicators, their interpretation is much improved if they are calculated as an average over time with the relevant trends being considered.

We will continue to monitor the financial position and ratios in future financial years and suggest it is prudent for Council and management to do so also as they strive to manage the scarce resources of the Shire.

We noted no other matters we wish to bring to your attention.

UNCORRECTED MISSTATEMENTS

We advise there were no uncorrected misstatements noted during the course of our audit.

We take this opportunity to thank all staff for the assistance provided during the audit. Should you wish to discuss any matter relating to the audit or any other matter, please do not hesitate to contact us.

Yours faithfully



Wen-Shien Chai
Partner
Moore Stephens

Encl.





shire of Ashburton
reef to range

Shire of Ashburton

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Policy Name ADM03 FLYING OF FLAGS – COUNCIL BUILDINGS

Council Policy



Number	ADM03	Principles/ Framework	Community Strategic Plan 2012-2022 Goal 01 – Vibrant and Active Communities Objective 01 – Connected, Caring and Engaged Communities
Name	Flying of Flags – Council Buildings		
File No	GV20		
Aim	To highlight the appropriate significance of the various flags, for the district and to guide Council staff on how to fly the Australian and other flags.	Approval Date	OCM 18 November 1997 OCM 19 November 2014 OCM 16 December 2016
Application:	Elected Members Council Employees Community Members	Monitor & Review	Executive Manager, Corporate Services
Statutory Environment	Flags Act 1953, Flags Amendment Act 1998	Last Review	16 December 2016
		Next Review	2020
		Review Period	Every 4 years

Policy Number	ADM03 FLYING OF FLAGS – COUNCIL BUILDINGS (CORP_GOV)	
Policy	<p>The Australian National Flag is to be flown at all Shire administration buildings during normal working hours on normal working days, subject only to the rules for national commemoration and half-mast for mourning.</p> <p>Where Council provides additional flag poles, the order of priority for flying the additional flags is:</p> <ol style="list-style-type: none"> 1. State flag; 2. Shire of Ashburton flag; and 3. Australian Aboriginal flag. <p>Other flags are to be flown on special occasions at the discretion of the Shire President or Chief Executive Officer.</p> <p>The Shire President and/or Chief Executive Office may determine that flags may be flown on any of the Shire's identified flag poles on special occasions; also, may determine at what times the Australian National flag or another flag will be flown at half-mast on the occasion of the death of a local citizen.</p> <p>A detailed Management Directive ADM03 Flying of Flags Procedure flag protocols has been developed to accompany this Policy.</p> <p>REFERENCE: Booklet Australian flags – Part 2: The protocols for the appropriate use and the flying of the flag.</p>	
Signature (Signed)		<p>(Print Name) Shire President</p> <p>Kerry White</p>

Policy Name ADM11 MEMORIALS ON COUNCIL CONTROLLED LAND

Council Policy



Number	ADM11	Principles/ Framework	Community Strategic Plan 2012-2022 Goal 01 – Vibrant and Active Communities Objective 01 – Connected, Caring and Engaged Communities
Name	Memorials on Council Controlled Land		
File No	GV20		
Aim	<p>a) To preserve the amenity of public reserves by managing the placement of private monuments and memorials; and</p> <p>b) To provide guidelines on what memorials may be placed in public places and the process that needs to be followed to gain consent for the placement of a memorial.</p>	Approval Date	OCM 19 March 2014 OCM 21 October 2015 OCM 16 December 2016
		Monitor & Review	Chief Executive Officer
		Last Review	16 December 2016
		Next Review	2020
Application:	Elected Members Council Employees Community Members	Review Period	Every 4 years
Statutory Environment	Local Government Act 1995 Land Administration Act 1997 Road Traffic Act 1974		

Policy
Number

ADM11 MEMORIALS ON COUNCIL CONTROLLED LAND

Policy

DEFINITIONS

Memorials and Monuments are structures made of concrete, natural stone, marble or timber or the like which have words inscribed onto them and make take on a variety of sizes and shapes.

Headstones in cemeteries are an example of a memorial or monument.

Plinths are structures onto which plaques are attached. They may be made of concrete, natural stone, marble or timber or the like.

POLICY

Memorials Located on Public Land

The creation or placement of memorials or monuments on public land is not permitted unless the consent of the Shire of Ashburton is provided.

1. Seats
 - a. Shire of Ashburton will consider applications for the placement of seats with plaques in appropriate locations, such as along paths and in accordance with any Land Management Orders that may operate for the reserve. Applications must be made in writing to the Chief Executive Officer with a clear description of the proposed location. All applications will require Council approval.
 - b. The purchase and placement of the seat will be at the expense of the applicant and the seat will be to Shire specifications and the location in accordance with Shire wishes. Approval will also be required for the wording to be placed on a plaque.
 - c. Fees and Charges for the installation of the seat is as scheduled under Labour Costs, Private Works.

2. Plinths and Rocks with Plaques

It is the responsibility of the donor to arrange manufacture and delivery of plaques approved by the Shire of Ashburton.

 - a. Such memorials will not be permitted on public land unless the person, event or location is of historical significance and the memorial is approved by the Council.
 - b. The placement of plinths and rocks with plaques will be to Shire specifications and the location in accordance with Shire wishes. Costs associated with purchasing the plaque, plinth or support/surround and engraving the chosen message are the responsibility of the donor. Approval will also be required for the wording to be placed on a plaque.
 - c. Fees and Charges for the installation of the plinths and rocks with plaques is as scheduled under Labour Costs, Private Works.

3. Trees
 - a. The Council will consider applications for the planting of trees on public land. The location and species of the trees will be to Shire specifications. Trees will not be marked with plaques.
 - b. The purchase and placement of the tree will be at the expense of the applicant and will be to Shire specifications and the location in accordance with Shire wishes.

Policy
Number

ADM11 MEMORIALS ON COUNCIL CONTROLLED LAND

- c. Fees and Charges for the installation of the tree is as scheduled under Labour Costs, Private Works.

4. Roadside Memorials on Shire Roads

- a. The Shire of Ashburton will permit the creation of small roadside memorials unless they are causing safety concerns for the public or if the Road Traffic Act 1974 requires their removal.
- b. Consent is not required for the placement or creation of these memorials. However if they are considered a safety risk then the memorial will be removed without notification.

5. Scattering of Ashes

The scattering of Ashes within the Shire's owned or managed property may be permitted with the consent of the Chief Executive Officer.

6. Memorial Gardens

- a. This policy applies to Paraburdoo Memorial Garden and Doug Talbot Park in Tom Price as Memorial Gardens and not Council Cemeteries.
- b. All memorial garden plaques are to be larger than 150mm x 150mm, with the surrounding plinth or support / surround no larger than 200mm x 200mm.
- c. No responsibility is to be taken by the Shire of Ashburton for the ongoing maintenance of the memorials.
- d. If the memorial plaque deteriorates to a point at being unsafe then the Shire of Ashburton reserves the right to remove the memorial or plaque without notice.
- e. No responsibility is to be taken by the Shire of Ashburton for any damage to any memorial or for their unauthorised removal.
- f. The Shire of Ashburton reserves the right to remove any memorials at any time.
- g. The Shire of Ashburton may purchase, install, and maintain plaques for deceased past Councillors and staff of the Shire.

ASSOCIATED DOCUMENTS

ADM11 Memorials on Council Controlled Land Procedure (Corp_Org)
 ADM11 SOA CS 055 - Application for Installation of Memorials
 ADM11 Memorial garden template approval letter
 ADM11 Memorial garden template application letter
 ADM11 Memorial Application Register

Signature
(Signed)

(Print Name)
Shire
President

Kerry White

Policy Name

ELM06 ELECTED MEMBERS ALLOWANCES, ACCOMMODATION, TRAVEL AND INCIDENTAL EXPENSES WHILST ON COUNCIL BUSINESS

Council Policy



Number	ELM06	Principles/ Framework	Community Strategic Plan 2012-2022 Goal 06 – Governance, Advocacy and Corporate Management
Name	Elected Members Allowances, Accommodation, Travel And Incidental Expenses Whilst On Council Business	Approval Date	Adopted OCM 20 April 1999 Amended OCM 20 November 2001 Amended OCM 11 February 2003 Amended (Allowances as per Policy) 1 July 2004 Amended OCM18 September 2013 Reviewed OCM 9 December 2015 Reviewed OCM 16 December 2016
File No	GV20	Monitor & Review	Chief Executive Officer
Aim	Members of Council are required to perform a number of functions in the fulfilment of their Councillor duties. The Shire also provides members with the opportunity to attend conferences, seminars and training courses to continuously improve their capacities. The Shire therefore provides members with suitable levels of allowances and equipment, and reimburses members for reasonable levels of expenses incurred in the performance of the above duties and activities.	Last Review	16 December 2016
Application:	This policy is to be utilised in conjunction with SOA CEO 023 ELM05 Travel Expense Claim Form by the Shire of Ashburton Elected Members.	Next Review	2018
Statutory Environment	Local Government Act 1995, s2.10, 5.98(2)(b), 5.98(3)(b), 5.98(5)(b), 5.99A(b), 5.102. Local Government (Administration) Regulations 1996, Regs 31(1), 32(1) Salaries & Allowances Act s7B Salaries and Allowances Tribunal on Local Government Elected Council Members June 2014 Public Service Award 1992 (Schedule F & I)	Review Period	Every 2 years

Policy

OBJECTIVE

1. To ensure that representatives of the Shire who are attending to legitimate and approved business on behalf of the Council are not financially disadvantaged as a result of attending to that business.
2. To provide flexibility for Elected Members required to travel on Council Business.
3. To ensure the funds of the Shire are properly and responsibly used by representatives of the Council when they incur expenses whilst on legitimate and approved Shire business, and that funds are accounted for in accordance with the relevant Regulations.

POLICY STATEMENT

In order for Elected Members to carry out their legislated roles and functions, to participate in training/conferences, and to consult with stakeholders and other Local Government representatives both within and outside the Shire of Ashburton, the Shire may reimburse relevant costs and pay agreed member allowances.

All Elected Members are encouraged to attend appropriate training in accordance with Policy ELM05.

MEMBER ALLOWANCES

Under the LGA the Council is required to determine the amount of allowances that members are entitled to receive within prescribed limits (which are set out in the Local Government (Administration) Regulations 1996, and complimented via WA State Administrative Tribunal determinations). The amount of these allowances are to be reviewed each year by Council as part of the annual budget development process and the revised amount is to be set by a resolution of Council made by an absolute majority.

Allowances are to be paid quarterly in arrears if an elected member retires before the end of their term then they will be paid a daily rate up until the date they retire.

REIMBURSEMENT OF STATUTORY TRAVEL EXPENSES

Members may be entitled to reimbursement of expenses incurred in travelling in connection with their (Council endorsed where relevant) duties as Elected Members, including attendance at but not limited to the following:

- meetings (Council Meetings and Representative Meetings)
- briefings
- workshops
- presentations
- deputations
- ceremonies (ie Australia Day, Anzac Day and Citizenship)
- functions and receptions
- training and seminars
- on-site inspections.

The extent to which an elected member can be reimbursed for travel and accommodation costs incurred in any of the circumstances referred to in Regulation 32(1) of the LG Regulations is at the same rate applicable to the reimbursement of travel and accommodation costs in the same or similar circumstances under the Public Service Award 1992 issued by the Western Australian Industrial Relations Commission as at the date of the current determination of the Salaries and Allowances Tribunal on Local Government Elected Council Members.

“AWAY FROM HOME” EXPENSES

All accommodation requirements to be where-ever possible supported by an official Council purchase order and coordinated by the Chief Executive Officer (or delegate).

All reasonable away-from-home costs like accommodation, taxi fares, meals, refreshments (including non-alcoholic mini-bar purchases) and other minor relevant incidentals are to be reimbursed. Claims can include a reasonable range of expenses commonly associated with living away from home and liaising with external stakeholders, like a limited amount of alcoholic refreshments accompanied with an evening meal and in some circumstances costs like unforeseen/emergency clothes cleaning.

The Shire reserves the right to disallow excessive claims and invoice for reimbursement if required. Expenses like in-room movies and otherwise personal costs like grooming, will not be reimbursed. Reasonably avoidable costs like clothes washing or meal costs where they are otherwise provided by the accommodation package or the training/conference will also not be reimbursed.

EXTENDED STAY

Any Elected Member wishing to remain at a destination for extra days before or after their Council activities has concluded, does so at their own expense (including not being covered by the Shire's insurance policies). Shire costs should not exceed what would otherwise have applied, like for example, any return flights booked must be of equivalent or lesser value of the day they would have travelled (if it is higher, the Elected Member must meet the difference in those costs).

Note: Any extension to accommodation should not be booked at a Local Government rate. However, should the discounted Local Government rate be applied, then Elected Members are to take into account the gift implications which apply and should complete the necessary disclosure forms to ensure transparency of the accommodation payment transaction.

MOTOR VEHICLE ALLOWANCE

Elected Members may make application to seek reimbursement for costs of utilising their private vehicles to perform their duties as Elected Members.

Travel costs incurred while driving a privately owned vehicle are to be calculated at the same rate applicable to the Public Service Award 1992 issued by the Western Australian Industrial Relations Commission as at the date of the current determination of the Salaries and Allowances Tribunal on Local Government Elected Members.

Elected Members should endeavour to locate the most cost effective travel arrangements, including travelling with other Councillors in their vehicles where reasonable to do so and also travelling by plane in lieu of a motor vehicle where that is more cost effective.

CHILD CARE

Members who incur child care costs as a result of attending Council meetings or a meeting of a committee (of which he or she is a member), are entitled to reimbursement in accordance with section 5.98(2) as prescribed in regulation 31(1)(b) of the Local Government (Administration) Regulations 1996.

Child care costs incurred are to be calculated at the same rate applicable to the current determination of the Salaries and Allowances Tribunal on Local Government Elected Members.

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Number

ELM06 ELECTED MEMBERS ALLOWANCES, ACCOMMODATION, TRAVEL AND INCIDENTAL EXPENSES WHILST ON COUNCIL BUSINESS

OTHER EXPENSES (Incidentals)

It is not expected that members may need to incur any unreasonable level of expense in the performance of their duties. Where a member does incur in the performance of their duties any other expense (in addition to those specifically highlighted in this Policy) which the member believes they are entitled to have reimbursed, a claim should be submitted to the Chief Executive Officer, who shall decide in accordance with the LGA and the Administration Regulations on the extent of the reimbursement.

CLAIMING OF COSTS

Any claim for other expenses shall include receipts or suitable evidence of expenditure and are to be submitted with the SOA CEO 023 ELM05 Travel Expense Claim form to the Chief Executive Officer for authorisation. In instances where receipts or proof of expenditure cannot be supplied, a written declaration with sufficient information of expenditure should be submitted with the travel claim (a written declaration will ideally only be used for special circumstances and will be determined as appropriate by the Chief Executive Officer).

The appropriate methods of payment of allowances and forms to be used are to be determined by Corporate Services having regard to accounting and auditing requirements. Other guidelines, directions and procedures for the administration of this policy may include such things as:

- Purchasing procedures
- Preferred accommodation providers
- Corporate charging arrangements

COSTINGS

Elected members should contact the Elected Member Support Officer in order to ascertain their expenditure regarding costs incurred as part of this policy at the time of application.

SUPPORTING DOCUMENTATION

ELM05 Elected Member Training/Conference Attendance Policy
ELM05 Procedure
SOA CEO 058 ELM05 Application For Training Form
SOA CEO 023 ELM05 Travel Expense Claim Form
SOA CEO 054 ELM05 Evaluation Form

Signature
(Signed)

(Print Name)
Shire
President

Kerry White

Policy Name ELM08 ORDER OF BUSINESS – ORDINARY COUNCIL MEETING

Council Policy



Number	ELM08	Principles/ Framework	Community Strategic Plan 2012-2022 Goal 05 – Inspiring Governance Objective 03 – Council Leadership
Name	ORDER OR BUSINESS – ORDINARY COUNCIL MEETING		
File No	GV20		
Aim	To outline the Order of Business at Ordinary Meetings of Council and Council Committees as determined by Clause 18 of the Local Law Relating to the Conduct of Proceedings and the Business of Council – Standing Orders.	Approval Date	OCM 19 February 2014 OCM 19 November 2014 OCM 16 December 2016
Application:	Elected Members and Staff	Monitor & Review	Chief Executive Officer
Statutory Environment	Local Government Act 1995 Part 3- Functions of Local Government, Subdivision 1	Last Review	16 December 2016
		Next Review	2020
		Review Period	Every 4 years

Policy
Number

ELM08 ORDER OF BUSINESS – ORDINARY COUNCIL MEETING (CORP_GOV)

Policy

The Order of Business at an Ordinary Meeting of Council shall be as follows:

1. Declaration of Opening
 - 1.1 Acknowledgement to Country
2. Announcement of Visitors
3. Attendance
 - 3.1. Present
 - 3.2. Apologies
 - 3.3. Approved Leave of Absence
4. Public Question Time
 - 4.1. Response to Previous Public Questions taken on Notice
 - 4.2. Public Question Time
5. Applications for Leave of Absence
6. Declaration by members
 - 6.1. Due Consideration by Councillors to the Agenda
 - 6.2. Declarations of Interest
7. Announcements by the Presiding Person without Discussion
8. Petitions/Deputations/Presentations
 - 8.1. Petitions
 - 8.2. Deputations
 - 8.3. Presentations
9. Confirmation of Minutes of Previous Meeting
10. Agenda Items adopted "En Bloc"
11. Governance & Executive Service
12. Community Development Reports
13. Corporate Services Reports
14. Development and Regulatory Services Reports
15. Infrastructure Services Reports
16. Strategic and Economic Development Reports
17. Councillors Agenda Items / Notices of Motions
18. New Business of an Urgent Nature Introduced by Decision of Meeting
19. Confidential Matters
20. Next Meeting
21. Closure of Meeting

Signature
(Signed)

(Print Name)
Shire
President

Kerry White

Policy Name ELM10 FINANCIAL SUSTAINABILITY POLICY (CORP_ORG)

Council Policy



Number	ELM10	Principles/ Framework	Community Strategic Plan 2012-2022 Goal 05 – Inspiring Governance Objective 04 – Exemplary Team and Work Environment
Name	Financial Sustainability Policy		
File No	GV20		
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.	Approval Date	OCM 17 October 2012 OCM 19 November 2014 OMC 16 December 2016
		Monitor & Review	Chief Executive Officer
		Last Review	16 December 2016
		Next Review	2018
Application:	All Elected Members and Officers involved in the planning and financial management activities.	Review Period	Every 2 years via legislation
Statutory Environment	Local Government Act 1995 Section 5.56(1) and Regulations S5.56(2)		

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 10 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.

<i>Operating surplus ratio</i>	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>
<i>Current ratio or working capital ratio</i>	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>
<i>Debt service cover ratio</i>	Annual operating surplus before interest and depreciation divided by annual debt service payments (both principal and interest).* ^	Also known as 'debt coverage ratio', This is the ratio of cash available for debt servicing to 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>
<i>Own Source Revenue Coverage Ratio</i>	Own Source Operating Revenue divided by Operating Expense	This ratio is the measurement of a local government's ability to cover its costs through its own revenue efforts.	<p>Standard is not met if this ratio is 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>
<i>Asset consumption ratio (ACR)</i>	Depreciated replacement cost of assets (written down value) divided by current replacement	This shows the written down current value of a local government's depreciable assets relative to their 'as new'	<p>Standard is not met if ratio data cannot be identified or ratio is less than 50%</p> <p>Achieving standard is met if ratio data can be identified and ratio is 50% or greater</p>

ELM10 FINANCIAL SUSTAINABILITY POLICY (CORP_ORG)

	costs of depreciable assets.*^ Expressed as a percentage.	value in up to date prices. The ratio highlights the aged condition of the local government's stock of physical assets.	Standard is improving if ratio is between 60% and 75%
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.	Standard is not met if ratio data cannot be identified or ratio is less than 90% Achieving standard is met if ratio data can be calculated and ratio is 90% Standard is improving if ratio is between 90% and 110%
Asset renewal funding ratio	Net present value of planned capital expenditure based on current Departmental guidance on renewals over ten years divided by the net present value of the required capital expenditures on renewals over the same period.*^ Expressed as a percentage.	This indicates whether the local government has the financial capacity to fund asset renewal as required, and can continue to provide existing levels of services in future, without: additional operating income; or reductions in operating expenses; or an increase in net financial liabilities above that currently projected.	Standard is not met if ratio data cannot be identified or ratio is less than 75% Achieving standard is met if ratio data can be identified and ratio is between 75% and 95% Standard is improving if ratio is between 95% and 105% and the ASR falls within the range 90% to 110% and ACR falls within the range of 50% to 75%

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 10 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

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ELM10 FINANCIAL SUSTAINABILITY POLICY (CORP_ORG)

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 10 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.

Signature
(Signed)

(Print Name)
Shire
President

Kerry White

Policy Name ELM11 INTEGRATED PLANNING POLICY

Council Policy



Number	ELM11	Principles/ Framework	Community Strategic Plan 2012-2022 Goal 05 – Inspiring Governance Objective 04 – Exemplary Team and Work Environment
Name	Integrated Planning Policy		
File No	GV20		
Aim	<p>The Shire recognises that for sustainability, good governance and the provision of effective services and facilities for the community, an integrated approach is needed to all planning and resourcing activities.</p> <p>This policy serves to provide guidance and mandate activities to ensure compliance with the Integrated Planning Regulations of the WA Local Government Act 1995.</p>	Approval Date	OCM 17 October 2012 OCM 19 November 2014 OCM 16 December 2016
		Monitor & Review	Chief Executive Officer
		Last Review	16 December 2016
		Next Review	2018
Application:	All Elected Members and Staff	Review Period	Every 2 years
Statutory Environment	Local Government Act 1995 Section 5.56(1) and Regulations S5.56(2)		

Policy
Number

ELM11 INTEGRATED PLANNING POLICY

Policy

Principles / Framework:

The Elected Members and Officers will follow the Local Government Department's Integrated Planning Framework that provides the process to:

- Ensure community input is explicitly and reliably generated.
- Provide capacity for location specific planning where appropriate.
- Inform long-term objectives of the Shire with these inputs.
- Identify the resourcing requirements to deliver against the long-term objectives.
- Clearly articulate long-term financial interchange implications and strategies.

Application:

As part of the Shire of Ashburton's planning cycle, the principles and practices of the integrated planning framework will be demonstrated in all consultation, research, development and implementation phases of the strategic planning process.

Outcomes from the process are a Community Strategic Plan (CSP) representing the long term community aspirations, a Corporate Business Plan (CBP) outlining the strategic and operational objectives to be achieved in the four year period. The CBP will demonstrate activities and projects are fully resourced and have appropriate timelines and performance measures.

This will be underpinned by a series of informing strategies and plans which will include:

- a 10 year long-term financial plan;
- a workforce plan that is reviewed every four years in conjunction with the corporate business plan;
- an asset management plan for the life cycle of all assets including maintenance and replacement programs; and
- any relevant issue specific strategies and plans for major projects or key developments.

The Council will ensure that there are adequate resources provided in both the integrated planning development and delivery phases to ensure timelines and legislative requirement are met and that the community expectations are addressed in a sustainable manner.

The integrated planning process and outcomes will be incorporated into the performance indicators of the CEO for the overall integrated planning process and for Executive Managers for the components relative to their areas of control.

Elected Members and Officers will be trained as appropriate and guideline documents and processes will be recorded appropriately and made available to all new and existing staff to ensure continuity and quality management of the Integrated Planning process.

Signature
(Signed)(Print Name)
Shire
President

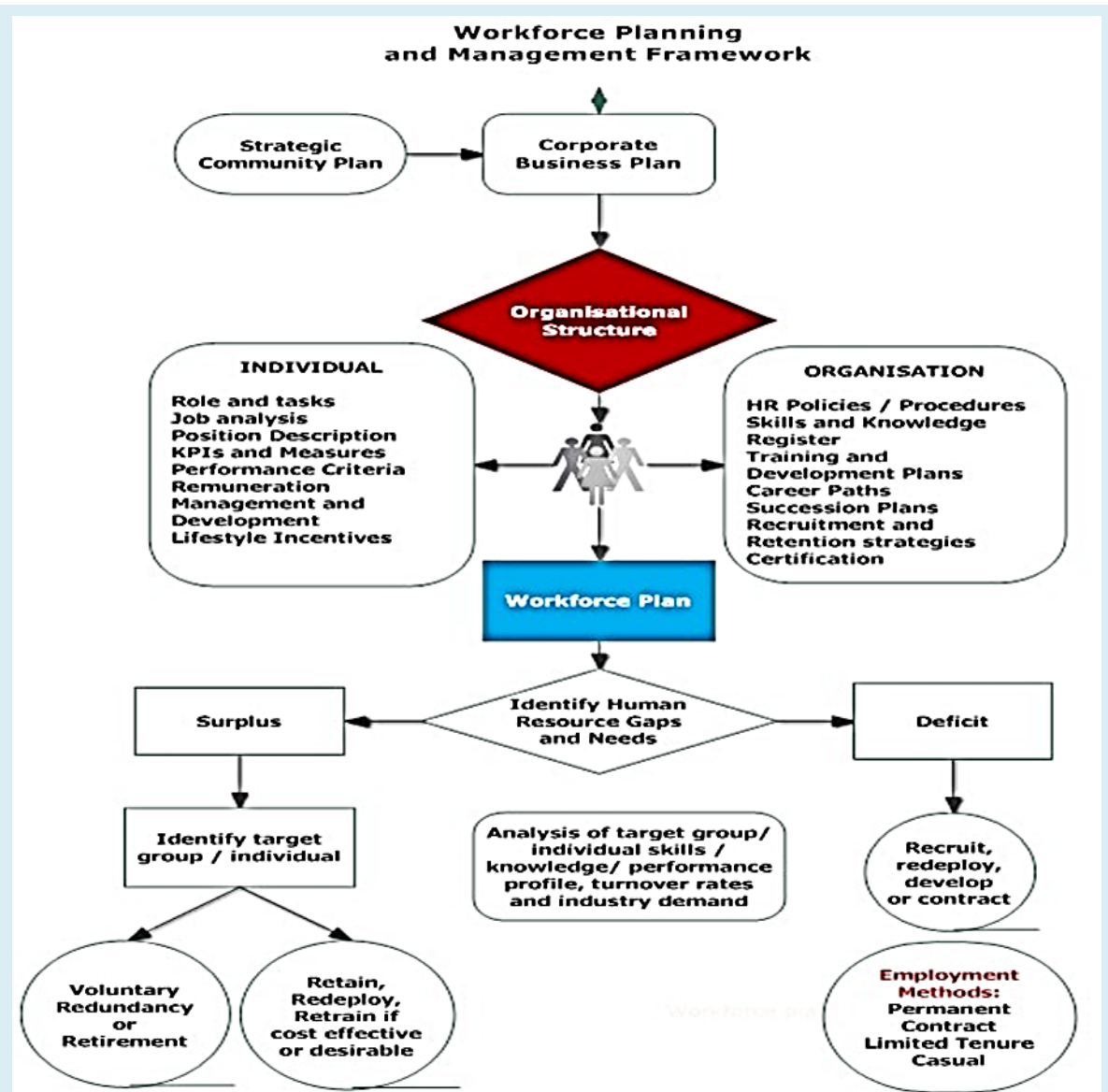
Kerry White

Policy Name ELM12 WORKFORCE PLANNING AND MANAGEMENT

Council Policy



Number	ELM12	Principles/ Framework	Community Strategic Plan 2012-2022	
Name	Workforce Planning and Management		The Shire of Ashburton is committed to workforce planning, identifying that it is an essential management function in its operations.	
File No	GV20	Aim	SOA recognises that the achievement of all goals and objectives are reliant on the skills and knowledge of its workforce and their individual resilience, perseverance and unique capacity to fit the environment.	
Aim	The Shire of Ashburton (SOA) is committed to ensuring that strategic, operational and legislative objectives are met through efficient and effective management of its workforce for the delivery of service to the community in a timely and cost effective manner. Effective workforce planning and resourcing to demonstrate compliance with the Integrated Planning requirements of the Local Government Act (1995) Regulation S5.56(2).		Approval Date	OCM 17 October 2012 OCM 19 November 2014 OCM 9 December 2015 OCM 16 December 2016
Application:	Workforce planning is a continuous process of shaping the workforce to ensure it is capable of achieving SOA objectives into the future. It provides the framework for assessing the demand and supply of the workforce and aims to have the right people in the right place at the right time to ensure the delivery of organisational goals resourced through effective long-term financial and business plans.		Monitor & Review	Manager, Organisational Development
Statutory Environment	Local Government Act (1995) S5.56(2) & Regulation	Last Review	16 December 2016	
		Next Review	2018	
		Review Period	Every 2 years	



The Shire is committed to resourcing workforce requirements through its Integrated Planning processes as outlined in this diagram at left. It recognises that the responsibility for managing people lies with the person who has the executive responsibility for the objectives of the service/activity/ function of their division.

Responsibilities

- Managers of staff have the responsibility and accountability for ensuring that all employees are managed appropriately within their own work areas.
- In each of these areas, current and future demand and supply should be assessed as part of the annual and strategic planning cycles.
- All managers will ensure effective setting of KPIs and performance criteria for their staff that will meet relevant organisational objectives.
- Staff appraisals will incorporate training and development plans to ensure the current and future skills and knowledge needs are met wherever practicable, with gaps and omissions reported to the Manager Organisational Development for inclusion in the Workforce Plan.

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Number

ELM12 WORKFORCE PLANNING AND MANAGEMENT

- The Organisational Development team will research, collect and monitor relevant workforce data and statistics including demographics and trends as part of the integrated planning cycle.
- All staff involved in organisational, operational or project planning will ensure that workforce implications are considered and included in all strategic or operational plans.

Monitoring and Review

The Organisation will implement a robust reporting and recording system that will be regularly monitored to ensure human resource supply and demand management is appropriately implemented and sustained across the organisation and there is ongoing identification of issues and trends.

Workforce Planning's key performance indicators, relating to both organisational and personal performance will be developed, implemented and monitored, by the Shire's Executive and Council as appropriate.

SOA will ensure the Workforce Plan addresses current and future best practice human resource management that will include:

- effective and efficient recruitment and retention;
- performance management, training and development;
- legislative compliance; occupational safety and health;
- employee total wellbeing; support and encouragement.

Signature
(Signed)

(Print Name)
Shire
President

Kerry White

Policy Name ELM19 RECOGNITION OF ABORIGINAL CULTURE AND HISTORY; AND COUNCIL DECLARATION

Council Policy



Number	ELM19	Principles/ Framework	Community Strategic Plan 2012-2022
Name	Recognition of Aboriginal Culture and History; and Council Declaration		Goal 05 - Inspiring Governance Shire of Ashburton Corporate Business Plan 2013-2017 (Living Life – Making it Happen)
File No	GV20		
Aim	To provide clear guidelines to the Elected Members and Shire Staff in order to recognise the unique position of Aboriginal people in Australian culture and history. Aboriginal people are the original custodians/traditional owners of the land. It is important this unique position is recognised to enable the wider community to share in Aboriginal culture and heritage, facilitating better relationships between Indigenous people and other Australians.	Approval Date	OCM 19 January 2016 OCM 16 December 2016
		Monitor & Review	Chief Executive Officer
		Last Review	16 December 2016
		Next Review	2020
		Review Period	Every 4 years
Application:	All Elected Members and Staff		
Statutory Environment	Local Government Act 1995 - S 3.1(i)		

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ELM19 RECOGNITION OF ABORIGINAL CULTURE AND HISTORY; AND COUNCIL
DECLARATION

Policy

1. AIM

These guidelines apply to all Elected Members and Shire Officers responsible for organising events/ functions/ceremonies/meetings where 'Acknowledgement of Country' or 'Welcome to Country' ceremonies should be included in official proceedings. Also to outline other recognition actions in which the Shire may engage.
2. THE 'ACKNOWLEDGEMENT OF COUNTRY'
 - (i) Definition of Acknowledgement of Country

An 'Acknowledgement of Country' is an acknowledgement of traditional Aboriginal and Torres Strait Islander custodians/traditional owners of land in order to pay respect to them. It is a means by which all people can show respect for the Aboriginal culture and heritage and the ongoing relationship the traditional custodians have with the land. The 'Acknowledgement of Country' can be performed by any person, Aboriginal or non-Aboriginal
 - (ii) Appropriate Place

When planning an official event, Elected Members or Officers should ensure that an Acknowledgement of Country' is delivered where possible. In particular, an 'Acknowledgement of Country' should be given by a speaker at the beginning of the event.
 - (iii) Events

Events for 'Acknowledgement of Country' include (but are not limited to) the following:

 - Significant events where members of the public, representatives of governments and/or the media are present;
 - Council Meetings; and
 - Forums, Conferences, Briefing Sessions and Major Workshops where the public are present.
 - (iv) Phraseology

Events - For events, it is proposed the following will be read out -
On behalf of the Shire of Ashburton, we respectfully acknowledge the local Indigenous people, the traditional custodians of this land on which we are gathering today and pay our respects to them and all their elders both past and present.

Council Meetings - The following will be read out at each Shire of Ashburton Council Meeting and this may rotate amongst each Councillor on a voluntary basis –
As representatives of the Shire of Ashburton Council, we respectfully acknowledge the local Indigenous people, the traditional custodians of this land where we are meeting upon today and pay our respects to them and all their elders both past and present.
3. THE 'WELCOME TO THE COUNTRY'
 - (i) A 'Welcome to the Country' is where the traditional Aboriginal custodians welcome people to their land by providing historical and cultural information to the people in attendance. Steps should be taken to ensure that the appropriate representative is invited to perform the 'Welcome', because it is a significant recognition and a formal process. A 'Welcome to Country' should always occur at the opening of the event in question, preferably as the first item in the order of proceedings.

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DECLARATION

- (ii) Events for a 'Welcome to Country' include (but are not limited to) the following:
 - Significant events involving the State/Federal Government;
 - Significant civic functions/ceremonies; and
 - Significant launches/openings of new buildings.
- (iii) The 'Welcome to the Country' is conducted by a recognised representative/s of the relevant local Aboriginal community.
- (iv) A 'Welcome to the Country' may consist of a single speech by the representative of the local Aboriginal community, or it may also include a performance of some description. For example, a:
 - Traditional Welcoming Song;
 - Traditional Dance;
 - Didgeridoo performance;
 - "smoking" ceremony; or
 - Combination of any of the above.
- (v) It is necessary for the speaker who follows immediately after the 'Welcome to Country' ceremony to provide a response. Part of the response should acknowledge the person who delivered the 'Welcome to Country'. The following is a suggested response:

I would like to as a Shire of Ashburton representative, highlight that we too pay our respects to the local Indigenous people, the traditional custodians of this land where we are gathering here today. On behalf of the traditional custodians, past and present, we welcome you all to today's event.

4. OTHER RECOGNITION ACTIONS

There are other actions the Shire can undertake to further enhance the recognition of Aboriginal Culture and Council wishes to use the following means to do that:

- (i) Include the statement "The Shire of Ashburton respectfully acknowledges the traditional custodians of this land" in key documents, namely its Community Strategic Plan, its Corporate Business Plan; and in its Council Agenda and Minutes as well as its official webpage.

5. CULTURAL PROTOCOLS TO BE OBSERVED

There are certain indigenous protocols that must be observed (noting that in most cases, members of the Aboriginal community will advise of appropriate/inappropriate behaviour and/or if they are not permitted to discuss the protocol or ceremony with staff because of age, gender, status etc):

- (i) The practice of not mentioning the name of a deceased Aboriginal person, or displaying photographic images of a deceased person unless agreed and approved by the relevant family;
- (ii) Sensitivity to knowledge that is specific to gender (commonly referred to as 'Women's Business' or 'Men's Business'); and
- (iii) Appropriate acknowledgement of guest artists that are either from or supported by the local community.

Signature
(Signed)

(Print Name)
Shire
President

Kerry White

Policy Name ELM23 NOTICE OF MOTION PROCEDURAL POLICY (CORP_ORG)

Council Policy



Number	ELM23	Principles/ Framework	Community Strategic Plan 2012-2022
Name	NOTICE OF MOTION PROCEDURAL POLICY		Objective 3 – Council Leadership Corporate Business Plan Governance
File No	GV20		5.1 Policies and Procedures
Aim	This policy provides guidance to Elected Members when dealing with Notice of Motions during Ordinary Meeting of Council	Approval Date	OCM 25 October 2016 OCM 16 December 2016
Application:	The policy applies to all Elected Members	Monitor & Review	Chief Executive Officer
Statutory Environment	Shire of Ashburton Standing Orders Local Law 2012	Last Review	16 December 21016
		Next Review	2020
		Review Period	Every 4 years

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ELM23 NOTICE OF MOTION PROCEDURAL POLICY

Policy

Councils are required to have a local law which covers meeting procedures. The Shire of Ashburton Standing Orders Local Law 2012 provides this function. This local law is generally based on well-accepted procedures that are intended to ensure meetings are run fairly and productively.

While this local law provides a broad framework for running orderly and constructive meetings, good governance processes add meaning to the framework. They ensure meetings are run in such a way that helps good decision-making. A well-run meeting should have a clear and informative agenda, be well chaired and facilitated, follow meeting procedures appropriately, and adhere to statutory requirements.

PROCEDURE

The procedures for Lodgement of Notice of Motion with the CEO or Council are to be as per Standing Orders Local Law 2012 (Clause 5.3) however to ensure good governance and efficient processes are upheld, the following procedure shall be adhered to by Elected Members when considering/lodging Notice of Motions.

Prior to lodgement the Councillor is to liaise with the CEO and/or Shire President to discuss the merits, wording and options of the proposed Notice of Motion and its desired intentions. The nominating Councillor may then decide, following that liaison, whether to proceed with or to abandon their proposed Notice of Motion.

Signature
(Signed)(Print Name)
Shire
President

Kerry White

Policy Name EMP24 CORPORATE CREDIT CARD

Council Policy



Number	EMP24	Principles/ Framework	Community Strategic Plan 2012-2022
Name	Corporate Credit Card		Financial Management
File No	GV20		
Aim	This Policy is to provide a clear framework to enable the use of corporate credit cards and provide all cardholders with guidance for correct usage of Corporate Credit Cards	Approval Date	OCM 24 October 2006 OCM 23 January 2013 OCM 13 February 2013 Executive Managers Meeting 20 May 2013 OCM 19 November 2014 OCM 16 December 2016
Application:	Staff nominated	Monitor & Review	Chief Executive Officer
	Local Government Act 1995 Section 2.7 (2) (a) & (b) Section 6.5 (a) (LGA)	Last Review	16 December 2016
Statutory Environment	Local Government (Financial Management] Regulation 11(1)(a) Use of Corporate Credit Cards (Department of Local Government Guideline No 11)	Next Review	2018
		Review Period	Every 2 years

Policy Number	EMP24 CORPORATE CREDIT CARD	
Policy	<p>The Council supports the use of corporate credit cards on the basis it provides a necessary and efficient financial management tool for the Shire.</p> <p>Credit cards need though, to be responsibly managed in order to ensure good governance and financial accountabilities.</p> <p>The CEO shall ensure there are Corporate Credit Card Management Procedures that suitably accommodate these sentiments and the following protocols–</p> <ul style="list-style-type: none"> (i) The Corporate Credit Cards are maintained in a secure manner. (ii) The Corporate Credit Cards are not to be used for personal expenses under any circumstances. (iii) All Corporate Credit Card payments (included disputed transactions) are to be listed in the Schedule of Accounts and Credit Card Purchases section of the monthly financial report to Council. (iv) Where applicable, purchases are to be made in accordance with the Shire of Ashburton's FIN12 Procurement Policy, and associated Procedures. (v) Inappropriate purchases, even on the basis of them being operationally related, may be recoverable from the cardholder. The cardholder is required to conclude that purchases are fair and reasonable business expenses. (vi) Where possible, purchases should be processed through the Purchase Order / Creditor's system (vii) Corporate Credit Cards are not to be used for cash withdrawals at any facility. (viii) Cardholders responsibilities, as outlined by the card provider (i.e. the Bank), are met at all times. (ix) Corporate Credit Card Credit limits are not to be exceeded. (x) The Cardholder is responsible to pursue and resolve incorrect charges (as due to privacy legislation, only the cardholder can initiate any request for information from the bank). (xi) All relevant documentation regarding each transaction is retained by the cardholder and transactions are to be acquitted and reconciled on a monthly basis as per of the reconciliation procedure. A copy of all of the Corporate Credit Card Statements and a summary thereof (including sufficient information to adequately articulate the purchase details) are to be incorporated as attachments to the financial statements submitted each month to Council). (xii) The use of the credit Card shall not be tied to any type of reward systems that provides cardholders with any personal benefit or reward. (xiii) Cardholders are to read and acknowledge the Corporate Credit Card Policy and associated Procedures prior to being issued with the card, to ensure that the above matters, including breaches of this Policy are agreed. 	
Signature (Signed)	(Print Name) Shire President	Kerry White

Policy Name ENG09 - ASSET MANAGEMENT

Council Policy



Number	ENG09	Principles/ Framework	Community Strategic Plan 2012-2022 Goal 04 – Distinctive and Well Served Places Objective 01 – Quality Public Infrastructure Objective 02 – Accessible and Safe Towns
Name	Asset Management		
File No	GV20		
Aim	The purpose of this policy is to demonstrate the Shire of Ashburton's commitment to the responsible management of its Assets and to establish a framework to ensure that these Assets are acquired, maintained and disposed of in such a manner that the agreed Level of Service delivery is achieved within the constraints of Asset life, cost effectiveness and financial and environmental sustainability.	Approval Date	OCM 17 August 2011 OCM 19 March 2014 OCM 19 November 2014 OCM 16 December 2016
Application:	Elected Members and Staff	Monitor & Review	Executive Manager, Infrastructure Services
Statutory Environment	Department of Local Government Asset Management Framework (WA Government, 2011) Local Government Act (1995) International Infrastructure Management Manual (IPWEA, 2006) Department of Local Government Integrated Planning and Reporting Framework and Guidelines (WA Government, 2010) Local Government (Financial Management) Regulations 1996 Australian Accounting Standards AASB13 – Fair Value Measurement	Last Review	16 December 2016
		Next Review	2018
		Review Period	Every 2 years

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ENG09 - ASSET MANAGEMENT

Policy

1. Background

Local Governments across Australia are facing the challenge of building, operating and maintaining important infrastructure necessary for the well-being of their communities. Studies have identified that infrastructure renewal and asset management will be the area of primary concern into the future.

In 2010, the Minister for Local Government introduced the Integrated Planning Framework WA, which is aimed at driving the development of a Strategic Plan and a Corporate Business Plan. Developing an Asset Management Strategy is a crucial part in contributing to Council's Corporate Business Plan, ensuring that the Local Government's assets are effectively managed and meet the needs of the community now and in the future.

It is stated in the Shire's Corporate Business Plan (CBP) that the priorities outlined in the Plan will be progressed in the context of a comprehensive approach to service delivery and Asset Management. Priority 2 of the CBP promotes the "provision of infrastructure that enables economic and social vitality."

This Asset Management Policy and flow on Asset Management Strategy and Asset Management Plans are based on the Department of Local Government Integrated Planning and Reporting Framework and Guidelines.

2. Strategic Implications

This Asset Management Policy has been developed to support the vision, goals and objectives in the Shire of Ashburton's Strategic Plan. Council's Vision & Mission:

"The Shire of Ashburton will be a vibrant and prosperous place for work, leisure and living" & "Working together, Enhancing lifestyle and Economic Vitality."

Effective asset management ensures that all Infrastructure assets are well planned and delivered to the expectations of the community now and into the future.

The Shire of Ashburton 10 Year Community Strategic Plan 2012-2022 outlines the goals and objectives relevant to Asset Management:

GOAL 04 – Distinctive and Well Serviced Places

Objective 01 – Quality Public Infrastructure

- Provide and maintain affordable infrastructure that serves the current and future needs of the community, environment, industry and business.

Objective 02 – Accessible and Safe Towns

- Improve and maintain volume and condition of footpaths, cycle-ways, kerbs and signage to provide sufficient service level.
- Maintain and improve existing lighting, public lighting and increase coverage where appropriate.

In order to achieve these goals, the Shire must allocate appropriate resources to asset management through its financial plan, define its service level expectations through service delivery plans, and ensure effective risk management.

3. Objectives

Asset Management is viewed as an important corporate function of the Shire of Ashburton and Council are committed to supporting the function. The purpose of this policy is to initiate Asset Management Principles/Framework and Asset Management Responsibilities to achieve the following objectives and outcomes:

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- The Shire's services and facilities are provided reliably, with the appropriate level of service to residents, visitors and the environment within the Shire;
- Safeguarding the Shire's assets including physical assets and employees by implementing appropriate asset management strategies, practices and financial treatment of the assets;
- Establish an environment where all Shire employees will assist in the overall management of the Shire assets.
- Meet all legislative compliance for Asset Management;

The adoption of an effective asset management approach will provide the following benefits:

- More sustainable decisions by ensuring all lifecycle costs are included in decision processes, so that the emphasis is on sustainable efficiencies not unsustainable short-term gains;
- Enhance customer service through improved understanding of service requirements and options;
- Improved financial efficiency by recognition of all costs of owning/operating assets over the lifecycle of the assets.

This Asset Management approach will be supported and achieved through the implementation of an Asset Management Strategy and Asset Management Plans for Infrastructure Assets within the Shire of Ashburton.

The implementation of this Asset Management Policy will assist the Shire to meet community expectations by providing services in a sustainable manner.

4. Principles

Asset Management encompasses all of the various actions that Council must take to ensure that its assets are planned, delivered, managed, renewed and retired to serve both present and future communities.

4.1 Managing Council Assets

Council assets will be managed by:

- 4.1.1 A team approach – Coordinated by the Asset Management Business Unit and supported by the cross-functional Asset Management Working Group. The roles and responsibilities of all asset users will be well defined and understood in the Asset Management Strategy.
- 4.1.2 Council allocating sufficient financial resources (integrated with the Long Term Financial Plan) to ensure effective asset management practices, timely maintenance and renewal of assets so that community services are sustained in the long term.
- 4.1.3 Asset information will be accurate and up to date allowing for appropriate asset planning, both in the short and long term, and for informed decision making to occur.

4.2 New Assets & Renewal or Upgrade/Expansion of Assets

Prior to consideration of new infrastructure works, renewals or an expansion/upgrade:

- 4.2.1 A strategic review of the need for, and the life cycle cost of that asset (including capital, maintenance, operating and renewal costs) will be carried out.
- 4.2.2 Asset Renewal Plans will be implemented progressively based on priority (condition), the level of service required, and the effectiveness of the

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current performance of the asset.

4.2.3 Plans to upgrade existing infrastructure will be considered and evaluated according to the need to increase the asset's Level of Service.

4.2.4 Council will continually seek opportunities for multiple uses of assets, as well as, strategic community partnerships and for economic extensions to infrastructure life.

4.3 Asset Management Strategy and Asset Management Plans

An Asset Management Strategy will be developed in line with the Strategic Plan and informed by the community's aspirations and service requirements that are set out in the Corporate Business Plan.

In consultation with key stakeholders, Council will determine the Level of Service expected for each asset class to deliver economic, environmental and social values for the benefit of the community. These service levels will be adopted and reflected in the Asset Management Plans for each asset class. The development of Asset Management Plans will also identify:

- The strategic goals;
- The level of service and performance standards;
- The full cost of providing the service
- The future demand; and
- Monitoring and improvement strategies.

The Level of Service for each asset class will drive the desired funding and when assessed against the Shire's current budget, this will represent the funding gap. Council will work to minimise this gap by renewing its assets at the most optimum time. The budgetary requirements will be fed into the Shire's Long Term Financial Plan.

5. Responsibilities

In order to support this policy the following key roles and responsibilities have been identified:

Council

- To act as custodians for Council assets;
- To adopt an Asset Management Policy with linking to the Shire of Ashburton's 10 Year Community Strategic Plan 2012-2022;
- To provide an advocacy role with State and Federal Governments and the community;
- Demonstrate the organisations commitment to the Council's vision and strategic objectives through an integrated and resourced asset management system to build and maintain intergenerational equity;
- Make informed decisions supported by asset management processes and costs;
- To comply with Integrated Planning Framework and Fair Value Legislation.

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Chief Executive Officer & Senior Management

- Reporting on the status and effectiveness of asset management within Council;
- Continually promote asset management across the organisation;
- To validate and challenge proposals to ensure they meet the Shire's Strategic Plan objectives and community needs;
- To ensure community and key stakeholders inputs are integrated into Asset Management Plans;
- To ensure staff are appropriately trained and skilled to perform the required Asset Management functions;
- To provide effective communication between Staff, Council and the Community;
- Responsible for implementing asset management systems, policies and procedures;
- Delegate specific assets to responsible project officers;
- Promote networks between the community, key stakeholders, and Council's asset managers to involve and consult with on the management of Council's assets.
- Develop and implement a framework for the evaluation and prioritisation of corporate project proposals incorporating whole of life costing;
- Develop and implement asset management processes and procedures;
- Implementation of Fair Value
- Develop Framework, guidelines and processes to deal with Fair Value reporting.

Asset Management Working Group

- To review this Asset Management Policy;
- To develop and review an Asset Management Strategy;
- Develop and review Asset Management Plans;
- In consultation with the community and key stakeholders, review and develop "community levels of service" for Council approval, and review technical levels of service.
- Develop Condition Manuals for all asset classes and undertake regular asset condition audits;
- To communicate asset management across the organisation.

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ENG09 - ASSET MANAGEMENT

6. Definitions

Asset means a physical item that is owned or controlled by Council, and provides or contributes to the provision of service to the community.

Asset Register means a record of asset information considered worthy of separate identification including inventory, historical, condition, and construction, technical and financial.

Asset Management means the processes applied to assets from their planning, acquisition, operation, maintenance, replacement and disposal to ensure that the assets meet Council's priorities for service delivery.

Asset Management Plan means a plan developed for the management of an infrastructure asset or asset category that combines multi-disciplinary management techniques (including technical and financial) over the lifecycle of the asset. The Asset Management Plan establishes, for each Asset Category:

- Levels of Service (performance, construction, maintenance, and operational standards);
- Future Demand (rational basis for demand forecasting and selection of options for proposed new assets);
- Life Cycle Management Plan (including Operations and Maintenance, Renewals and Replacements, and Expansions and Upgrades);
- Financial Projections;
- Asset Management Practices; and
- Performance Monitoring and Improvement.

Asset Management Strategy means a strategy developed for the management of an asset that combines multi-disciplinary management techniques over the lifecycle of the asset.

Council means the Council of The Shire of Ashburton

Fair Value is defined as:

"... the amount for which an asset could be exchanged or a liability settled between knowledgeable, willing parties in an arm's length transaction."

And also as:

"... the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date."

Level of Service means meeting community expectations in relation to the quality and quantity of services delivered by the Council.

Life Costing means the total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, and disposal and rehabilitation costs.

Signature
(Signed)

(Print Name)
Shire
President

Kerry White

Policy Name FIN06 SIGNIFICANT ACCOUNTING POLICIES

Council Policy



Number	FIN06	Principles/ Framework	Community Strategic Plan 2012-2022 Goal 5 – Inspiring Governance
Name	Significant Accounting Policy		
File No	GV20		
Aim	To provide guidelines for the preparation of the financial report.	Approval Date	OCM 17 February 1998 OCM 15 June 2004 OCM 19 November 2014 OCM 16 December 2016
Application:	All Staff	Monitor & Review	Executive Manager, Corporate Services
Statutory Environment	Local Government Act 1995 Local Government (Financial Management) Regulations 1996	Last Review	16 December 2016
		Next Review	2017
		Review Period	Every 2 years

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FIN06 SIGNIFICANT ACCOUNTING POLICIES

Policy

(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 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) 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.

(c) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalized are stated net of any GST recoverable. Receivables and payables in the Statement of Financial Position are stated inclusive of applicable GST.

(d) Fixed Assets

Property, plant and equipment and infrastructure assets are brought to account at cost less, where applicable, any accumulated depreciation or amortisation. The value of all infrastructure assets (other than bridges and land under roads) has been recorded in the Statement of Financial Position. Bridges and land under roads is excluded from infrastructure in accordance with legislative requirements.

As of 1 July 2001, Council elected to revert to the cost basis for measuring land and buildings and all infrastructure assets (other than roads) that were being carried at a revalued amount at the immediately preceding reporting date being 20 June 2001.

This was achieved by deeming the carrying amount of the non-current assets comprising the particular class to be their cost and complied with the requirements on first application of the Accounting Standard AASB 1041 'revaluation of Non-Current Assets'.

(e) Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and net realizable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses. Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

(f) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner, which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates, which are reviewed each reporting period. Major depreciation periods are:

Buildings	30 - 50 years
Furniture and Equipment	4 - 10 years

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FIN06 SIGNIFICANT ACCOUNTING POLICIES

Plant and Equipment	8 - 10 years
Mobile Plant	4 years
Light vehicles	3 - 5 years
Computer equipment	5 years
Minor Equipment	2 years
<i>Sealed roads and streets</i>	
clearing and earthworks	not depreciated
construction/road base	30 years
<i>original surfacing and major re-surfacing</i>	
bituminous seals	20 years
asphalt surfaces	25 years
<i>Gravel roads</i>	
clearing and earthworks	not depreciated
gravel sheet	5 - 7 years
<i>Formed roads (Unsealed)</i>	
clearing and earthworks	not depreciated
Formation	5 years
Footpaths – concrete slab	20 years
Storm water & drainage systems	40 years
Sewerage Piping	40 years
Water Supply Piping	25 years

(g) Capitalisation of Assets

Property, plant and equipment are to be capitalised if the value exceeds:

Buildings	\$5,000
Infrastructure	\$5,000
Land	all land
Plant and equipment	\$1,000
Furniture and fittings	\$1,000
Minor Equipment	\$1,000

(h) 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 company, are classified as finance leases. Finance leases are capitalised recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual value. Leased assets are amortized over their estimated useful lives. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Lease payments under operating leases, where substantially all the risks and benefits remain with the lesser, are charged as expenses in the periods in which they are incurred.

(i) Investments

All investments are valued at cost and interest on those investments is recognised when accrued.

(j) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

FIN06 SIGNIFICANT ACCOUNTING POLICIES

- (i) **Salaries and Wages**
The provision for employees' benefits to wages and salaries represents the amount that the municipality has a present obligation to pay resulting from employees services to balance date.
- (i) **Annual Leave**
The provision for employees' benefits for annual leave represents the amount that the municipality has a present obligation to pay resulting from employees services to balance date. The provision is calculated on a First-In, First-Out basis utilising nominal remuneration rates Council expects to pay and includes related on-costs adjusted for inflation.
- (ii) **Long Service Leave**
The provision for employees' benefits for long service leave represent the present value of the estimated future cash outflows to be made by the employer resulting from the employees' service to balance date. This methodology is in compliance with Australian Accounting Standard AAS1028.

(k) 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 the Notes. The note also discloses the amount of contributions recognised as revenues in a previous reporting period, which were obtained in respect of the local government's operation for the current reporting period.

(l) Superannuation

The Shire of Ashburton will contribute to the West Australian Local Government Superannuation Scheme and the Occupational Superannuation Fund. Both funds are defined contribution schemes.

(m) Interest Rate Risk

The Shire's exposure to interest rate risk, which is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates, is considered negligible for all financial instruments other than borrowings. Information on interest rate risk as it applies to borrowings must be disclosed in the Notes.

(n) Credit Risk

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets is the carrying amount, net of any provisions of doubtful debts, as disclosed in the statement of financial position and notes to and forming part of the financial report.

(o) Net Fair Values

The net fair value of assets and liabilities approximate their carrying values. No financial assets and financial liabilities are readily traded on organised markets in standardized form. Financial assets where the carrying amount exceeds net fair values have not been written down as the Council intends to hold these assets to maturity. The aggregate net fair value and carrying amounts of financial assets and financial liabilities are disclosed in

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FIN06 SIGNIFICANT ACCOUNTING POLICIES

the statement of financial position and in the notes to and forming part of the financial report.

(p) Rounding Off Figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar

(q) Comparative Figures

Where required, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

(r) Joint Ventures

Any interest in a joint venture is to be recognized in the financial statements by including the Shire's share of any assets, liabilities, revenues and expenditures of the joint venture within the relevant items reported in the Statement of Financial Position and Operating Statement. Information about the joint venture is to be set out in the Notes to the Financial Statements.

Signature
(Signed)

(Print Name)
Shire
President

Kerry White

Policy Name

FIN07 INVESTMENT

Council Policy



Number	FIN07	Principles/ Framework	Community Strategic Plan 2012-2022 Goal 5 Inspiring Governance
Name	Investment		
File No	GV20		
Aim	<p>The purpose of this Policy is to invest the Shire of Ashburton's surplus funds, with consideration of risk and the most favourable rate of interest available to it at the time, for that investment type, while ensuring that its liquidity requirements are being met.</p> <p>To support the local bank, where possible, with the intention of ensuring the bank is retained within the Shire.</p>	Approval Date	OCM 17 March 1998 OCM 15 July 2003 OCM 18 June 2014 OCM 16 December 2016
		Monitor & Review	Executive Manager, Corporate Services
		Last Review	16 December 2016
		Next Review	2018
Application:	Elected Members and Staff	Review Period	Every 2 years
Statutory Environment	Local Government Act 1995 Trustees Act 1962 Local Government (Financial Management) Regulations 1996		

Policy Number FIN07 INVESTMENT

Policy

Funds surplus to immediate requirements shall be deposited into an authorised institution, In accordance with Section 19 Local Government (Financial Management) Regulations

Prudent Person Standard

The investment will be managed with the care, diligence and skill that a prudent person would exercise. Officers are to manage the investment portfolios to safeguard the portfolios in accordance with the spirit of this Investment of Funds Policy, and not for speculative purposes.

Approved Investments

Investments may only be made with authorised institutions as follows:

- An authorised deposit-taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or
- The Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986.

Prohibited Investments

Investments which are not allowed are as follows:

- Deposits with an institution except an authorised institution; and/or
- Deposits for a fixed term of more than 12 months;
- Bonds that are not guaranteed by the Commonwealth Government, or a State or Territory Government, have a term to maturity of more than 3 years or are in a Foreign currency.

Risk Management Guidelines

Investments are restricted to bank investments only. The term of the investment will be based on forward cash flow requirements to ensure investment return on available surplus funds.

Reporting and Review

A report on the investments will be included on the monthly Bank Reconciliation presented to Council, detailing which institution the investment is lodged with, the interest rate and the date of maturity.

Documentary evidence must be held for each investment and details thereof maintained in an Investment Register.

Certificates must be obtained from the financial institutions confirming the amounts of investments held on Council's behalf as at 30 June each year and reconciled to the Investment Register.

Signature
(Signed)

(Print Name)
Shire
President

Kerry White

Policy Name FIN09 AUTHORISED SIGNATORIES FOR CHEQUE/ELECTRONIC FUNDS TRANSFER (EFT) PAYMENTS

Council Policy



Number	FIN09	Principles/ Framework	Community Strategic Plan 2012-2022 Goal 05 – Inspiring Governance Objective 04 – Exemplary Team and Work Environment
Name	Authorised Signatories for Cheque/Electronic Funds Transfer (EFT) Payments		
File No	GV20	Approval Date	OCM14 November 2000 OCM16 May 2006 OCM21 August 2013 Executive Management Meeting 31 October 2013 OCM19 November 2014 OCM16 December 2016
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.	Monitor & Review	Chief Executive Officer
Application:	All Staff	Last Review	16 December 2016
	Local Government Act 1995 Section 6.10	Next Review	2018
Statutory Environment	Local Government (Financial Management) Regulations 1996 Part 2	Review Period	Every 2 years

Policy Number	FIN09 AUTHORISED SIGNATORIES FOR CHEQUE/ELECTRONIC FUNDS TRANSFER (EFT) PAYMENTS	
Policy	<p>All payments made by cheque/EFT require the authorisation of two signatories. The authorised signatories are:</p> <ul style="list-style-type: none">• Chief Executive Officer• Executive Manager Corporate Services• Executive Manager Community Development• Executive Manager Infrastructure Services• Executive Manager Strategic & Economic Development• Executive Manager Development & Regulatory Services	
Signature (Signed)		(Print Name) Shire President Kerry White

Policy Name FIN12 PURCHASING

Council Policy



Number	FIN12	Principles/ Framework	Community Strategic Plan 2012-2022 Goal 05 – Inspiring Governance Objective 04 – Exemplary Team and Work Environment
Name	PURCHASING		
File No	GV20		
Aim	The Shire of Ashburton is committed to delivering best practice in the purchasing of goods, services and works that align with the principles of transparency, probity and good governance whereby establishing efficient, effective, economical and sustainable procedures in all purchasing activities.	Approval Date	OCM 20 March 2007 OCM 16 June 2010 OCM 5 June 2013 OCM 19 November 2014 OCM 16 December 2016
Application:	Shire of Ashburton Officers, Elected Members and all other persons undertaking procurement on the Shire's behalf	Monitor & Review	Chief Executive Officer
		Last Review	16 December 2016
		Next Review	2018
		Review Period	Every 2 years
Statutory Environment	Local Government Act 1995 Section (2)(a) & (b) Section 6.5(a) Local Government (Financial Management) Regulations 11(1)(a) Local Government Act (Functions & General) Regulations 1996 (as amended)		

1. OBJECTIVE

The objectives of this policy are to:

- Establish a procurement framework for the Shire of Ashburton to achieve value for money and continuous improvement in the provision of services for the community;
- Ensure that Shire resources are used efficiently and effectively to ensure fulfilment of the Shire's strategic goals as outlined in the Shire of Ashburton 10 Year Community Strategic Plan;
- Achieve compliance with relevant legislative requirements;
- Achieve a high standard of probity, transparency, accountability and risk management;
- Provide equal opportunity to local suppliers; and
- Give preference to the procurement of socially and environmentally sustainable goods, services and works.

The Shire of Ashburton will communicate best practice in procurement to all internal and external stakeholders.

This policy applies to all procurement undertaken for the Shire and represents the principles to be applied to the procurement of all goods, services and works carried out. This includes all Shire of Ashburton Officers, but may also include Elected Members on occasion.

This policy applies to all expenditure levels of the purchase of goods and services, including purchases with a value equal or greater than the value at which tenders are required to be invited.

2. PRINCIPLES

The Shire of Ashburton will apply the following principles for all level of procurement undertaken, irrespective of the value and complexity of that procurement, including:

- Value for money
- Open and fair competition
- Accountability
- Risk management
- Probity and transparency

All Shire procurement activities will follow an internal procurement procedure.

3. FRAMEWORK

This Policy enables the Shire to manage procurement in a measurable, standardised and consistent way which is undertaken in accordance with best practice disciplines. This framework will ensure that risks associated with procurement within the organisation are identified, managed and mitigated effectively.

Centralised management, monitoring and reporting of procurement provides assurance that the interests of the Shire and the requirements of accountability are achieved. It also ensures that procurement is aligned with the Shire's corporate goals and that value for money is achieved in all areas of procurement.

All Shire procurement arrangements will be based upon best practice methods such as those promoted by the Local Government Act 1995 and associated Regulations, the Department of Local Government and Communities guidelines, WALGA Procurement and State Government Procurement Guidelines and Shire of Ashburton policies and procedures.

4. IMPLEMENTATION

It is Shire policy to operate a procurement structure wherein all strategy, policy, technology, best practice and networking in procurement matters will be coordinated by the Shire's Procurement Officers.

The scope of this policy commences from when the Shire identifies a procurement requirement. It continues through to the delivery of goods or completion of works or services.

5. ETHICS AND PROBITY REQUIREMENTS

All persons engaged in procurement on behalf of the Shire, must exercise the highest standards of integrity in a manner able to withstand the closest possible scrutiny.

All persons engaged in procurement on behalf of the Shire have an overriding responsibility to act impartially and with integrity, avoiding conflicts of interest.

The Shire of Ashburton has an obligation to ensure its procurement conduct is at all times fair, ethical, transparent and probity rich. This is essential as it ensures successful supplier relationships, and that all suppliers have a fair chance of competing to supply the Shire. It is essential when the Shire is expending public funds in procuring goods and services that those funds are expended appropriately and that the operations of the Shire are efficient.

6. RISK MANAGEMENT

Shire will manage all procurement activities in accordance with Policy CORP5 "Risk Management", to ensure risks are identified, analysed, evaluated, treated, monitored and communicated to the standard requirement by the law and in accordance with Australian Standards and Council policy.

7. AUDIT AND CONTROL

Procurement across the Shire will be subject to internal auditing to ensure standards remain strong and are adhered to within the Shire environment. The objective of this function is to assist and guide procurement to successful outcomes for the Shire and to ensure that actions, issues and risks are identified, tracked and managed.

As part of our annual auditing processes, our procurement practices are reviewed for compliance against this policy.

8. REGULATORY COMPLIANCE REQUIREMENTS

8.1 Anti-Avoidance

The anti-avoidance provision of Regulation 12 of the Local Government (Functions and General) 1996, states that intentionally creating multiple contracts or purchase orders in order to avoid having to tender the supply is a breach of the provisions and is not permitted.

Officers are to ensure that, prior to preparing contracts or raising purchase orders, consideration must be given to the total value of the purchase. Where the total value is equal to, or in excess of the value where tenders must be invited, a tender process shall commence.

8.2 Tenders

The regulatory compliance requirements governing the public calling of tenders are detailed within the Local Government Functions and General Regulations 1996 and the internal procurement procedure.

Before tenders are publically invited, those undertaking procurement must determine in writing the assessment criteria for deciding which tender may be accepted. Either Shire Policy FIN14 "Tender Assessment Criteria" or Delegation of Authority DA06-2 "Tenders Evaluation Criteria" must be utilised in determining the criteria of a tender.

If utilising DA06-2, the determination must be declared and recorded on Record of Exercise of Power of Delegation of Authority CEO 078 and reported as per the requirements set out in the Delegation Authority Register.

9. EXEMPTIONS

In the following instances quotations or public tenders are not required

- 9.1 Tenders
 - 9.1.1 All Exclusions under Regulation 11 of the Local Government (Functions and General Regulations 1996 apply.
- 9.2 Quotes

Unique value for money circumstances (eg its opportunistic, it enhances operational efficiency and mitigates risk). In such circumstances the CEO or Executive Managers (up to their delegated limits) may approve purchases.

10. SOLE SOURCE OF SUPPLY (MONOPOLY SUPPLIERS)

The procurement of goods and services available from only one private sector source of supply (i.e. manufacturer, supplier, and agency) is permitted without the need to call competitive quotations, provided that there must genuinely be only one source of supply.

The Chief Executive Officer has the final authority to determine a sole source of supply. The determination must be declared utilising Delegation DA06-1 "Determining that Tenders do not have to be invited for the supply of goods and services", of the Delegation Authority Register on the Record of Exercise of Power of Delegation of Authority CEO 078 and reported as per the requirements set out in the Delegation Authority Register.

11. WALGA PREFERRED SUPPLIER ARRANGEMENTS (EQUOTES)

When it has been determined to utilise a tender exemption through the WALGA Preferred Suppliers, the Request that is issued to the suppliers must be in the format as describe under QUOTATIONS and must be issued through eQuotes or in writing direct with the WALGA Preferred Supplier/s.

The Request should focus on the scope, specification and selection criteria to ensure that only the required information is sought from Preferred Suppliers and the response process is streamlined.

Responses from Preferred Suppliers should be in writing and contain the price and a sufficient amount of information that address the specification and selection criteria.

12. EXCEPTIONAL CIRCUMSTANCES

DA02-4 Delegation of Powers and Duties of the Local Government Act to the CEO

Under exceptional circumstances, where goods or services need to be purchased urgently and there may not be adequate time to organise quotations, there is power to authorise the required purchases. This ability is discretionary and the authority to act is limited to the Chief Executive up to a maximum of \$150,000.00.

A determination to procure under exceptional circumstance must be declared utilising Delegation DA02-4

“Delegation of Powers and Duties of the Local Government Act to the CEO”, of the Delegation Authority Register, reported on the Record of Exercise of Power of Delegation of Authority CEO 078 and reported as per the requirements set out in the Delegation Authority Register.

13. RECORDS MANAGEMENT

Records relating to all purchasing decisions are to be created and retained in accordance with the State Records Act 2000 and the Shire’s Policy ADM04 “Record Keeping Directive” and made available for audit if required.

14. ELECTED MEMBERS

Elected Members also procure a limited range of services and/or goods as part of their duties. Examples include incidentals whilst attending conferences. Elected Members must be aware that whilst their purchases are relatively minor in total cost, transparency and accountability should always be maintained.

15. DELEGATION AUTHORITY

Delegation of Authority is recognised as a critical component of the Shire’s governance framework. Delegates must maintain records and other forms of documentation relevant to the exercise of their delegation. Officers undertaking procurement on behalf of the Shire must refer to the Delegation Authority Register to determine if the procurement they are undertaking requires the use of a delegation and in what manner that delegation must be recorded and reported. In particular, Officers should take note of Delegations DA06-1 through to DA06-8.

16. AUTHORISATION OF EXPENDITURE

Authorisation of expenditure, including the acceptance of quotations, is to comply at all times with this Policy and an Officers Delegation of Authority limit.

17. LOCAL CONTENT

The Shire is committed to creating sustainable economic development opportunities for local industry, in full alignment with Australian and Western Australian Government guidelines on local participation and engagement.

This includes full, fair and reasonable opportunity for capable and competitive local businesses to participate in the procurement of goods, equipment and services.

To ensure this the Shire will, as far as is reasonably, lawfully and economically practical:

- Work with industry advocates and local business communities to improve the capability and competitiveness of local businesses;
- Provide information to local businesses at an early stage about supply opportunities and tendering requirements,
- Provide information and assistance to local business on how to register on the Shire’s eTendering and eQuoting portals, or any other authorised avenues of engagement;
- Identify, promote and support opportunities for the participation of local business, without compromising safety, project risks or competitiveness;
- Provide equal opportunity to local businesses to participate under the same terms, standards and conditions as all other suppliers;
- Commercially evaluate competitive bids, giving due consideration to direct and indirect costs factors

such as price, quality, safety, environment, health, security, delivery, service and whole of life costs;

- Consider local content as an evaluation criteria and through the Shire's Buy Local – Regional Price Preference Policy FIN04 provide incentive to bidders who maximise local contact in both labour and materials, where comparative bids are assessed as being commercially competitive and technically acceptable.

18. QUOTATIONS

All persons undertaking procurement at this level are expected to demonstrate due diligence when conducting a Request for Quotation process and must comply with any record keeping and audit requirements.

For expenditure from \$0 to \$4,999 excluding GST all persons undertaking procurement on behalf of the Shire must ensure:

1. All reasonable avenues to obtain goods or service within the Shire have been exhausted, prior to sourcing outside.
2. Best Price from the open market, no additional paperwork;
3. Verbal or written quotation; and
4. No quotations are required prior to purchase if the expenditure is approved in the Council Budget.

For expenditure of \$5,000 to \$9,999 excluding GST all persons undertaking procurement on behalf of the Shire must ensure:

1. All reasonable avenues to obtain goods or service within the Shire have been exhausted, prior to sourcing outside.
2. All requirements/specification are clearly communicated to and understood by the supplier;
3. All quotations from suppliers are verbal in nature however confirmed in writing and/or refer to a pricing schedule either in an email, website or catalogue.

For expenditure that is between \$10,000 and \$149,999 in total value excluding GST must utilise a Request for Quotation process, either direct to the market through TenderLink or WALGA's Preferred Suppliers.

Quotations must include:

1. Written specification that communicates the requirement(s) in a clear, concise and logical fashion;
2. Selection criteria;
3. Pricing schedules;
4. Conditions of responding;
5. Validity period of offer.
6. Buy Local _ Regional Price Preference Policy

19. PANEL TENDERS

In this instance, Panel of Preferred Supplier means a panel of preferred suppliers of goods and services established by the Shire in accordance with Division 3 of the Local Government (Functions and General) Amendment Regulations 2015.

In this instance, a Preferred Supplier, of particular goods and services, means a person who is part of a panel of preferred suppliers for the supply of those goods and services.

A preferred supplier under this heading should not be confused with a WALGA Preferred Supplier.

Before a person/s undertaking procurement on behalf of the Shire undertakes to establish a Preferred Supplier Panel, they must be satisfied that there is, or will be, a continuing need for the particular goods or services to be supplied and the cost of doing so does not outweigh the benefit.

Policy Number FIN12 PURCHASING

A Request for Tender Panel of Preferred Suppliers (for any type of goods or service) will be processed in the same manner as any other Public Request for Tender and in accordance with the conditions listed for expenditure over \$150,000 and the internal procurement procedure.

Once a Panel of Preferred Suppliers has been established, any person/s undertaking procurement on behalf of the Shire must do the following:

- Before procuring any goods or services from the suppliers appointed as a Preferred Supplier on a Panel, the Officer must obtain a quotation from each supplier for the goods or services required;
- The quotation must be in a simple format (not as complex as a formal Request for Quotation), be clear, concise and understood by all suppliers on the Preferred Supplier Panel;
- The request for quotation to each supplier must be communicated electronically, in an instantaneous manner, to all suppliers at the same time (email communication is preferred);
- Where email communication is not possible, the supplier must be contacted via telephone as soon as practically possible;
- Each supplier on the Preferred Supplier Panel must receive equal opportunity to supply the goods or services over the duration of the Contract;
- When distributing work amongst the suppliers on the Preferred Supplier Panel over the duration of the Contract, the Shire must take into account the suppliers current commitments and previous work undertaken by the supplier.

20. PUBLIC TENDERS

A Request for Tender must be publically called when the expenditure, over the duration of three years or less including any options, is expected to be over \$150,000 excluding GST.

Once it is established that a Request for Tender is warranted, any person/s undertaking procurement on behalf of the Shire must ensure:

- The Request for Tender follows all legislative requirements as detailed in this Policy and within an internal procurement procedure.
- The Request for Tender process is issued via the Shire's e-procurement portal, TenderLink.

Purchase Value Excl GST	Policy Requirement		
	Supplier Details	Quotes	Conditions
\$0- \$ 4,999	All suppliers	<ul style="list-style-type: none"> • Best Price from the open market • Verbal or Written quotation • No more than one quotation is required prior to purchase if the expenditure is approved in the Council Budget. 	<ul style="list-style-type: none"> • Evidence of best price must be recorded on the purchase order • Form SOA CEO 099 is NOT required
\$5,000 - \$9,999	All suppliers	<ul style="list-style-type: none"> • Seek two written quotations • Expenditure must be approved in the Council Budget. 	<ul style="list-style-type: none"> • Evidence of all quotations sought (whether gained or not) must be recorded on Purchasing Form (SOA CEO 099)

Policy Number FIN12 PURCHASING

\$10,000- \$149,999	All suppliers	<ul style="list-style-type: none"> Formal RFQ Via Tenderlink or WALGA eQuotes Expenditure must be approved in the Council Budget. 	<ul style="list-style-type: none"> Request for quotations must be issued via TenderLink or WALGA eQuotes Details must be recorded on the Purchasing Form (SOA CEO 099)
\$150,000	All suppliers	<p>Conduct a Public Tender process in accordance with this Policy and the an internal procurement procedure</p> <p>Expenditure must be approved in the Council Budget.</p>	Request for Tender must be issued via TenderLink or WALGA eQuotes

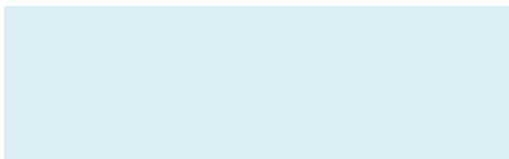
22. ASSOCIATED DOCUMENTS

External

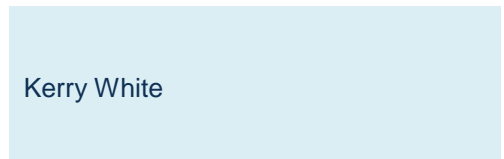
- Local Government Act 1995
- Local Government (Functions and General) Regulations 1996
- WALGA Procurement Toolkit (latest version)

Internal

- Council's Current Financial Year Budget
- Strategic Community Plan
- Corporate Business Plan
- Long Term Financial Plan
- Delegation Authority Register
- Risk Management Policy (CORP5)
- Asset Management Plan (ENG09)
- Record Keeping Directive (ADM04)
- Buy Local – Regional Price Preference Policy (FIN04)
- Tender Assessment Policy (FIN14)
- Integrated Planning Policy (ELM11)
- Knowledge Management
- Major Projects Management Policy (ENG11)
- Misconduct Prevention Directive (CORP2)

Signature
(Signed)

(Print Name)
Shire
President

Kerry White



Policy Name FIN13 DEBTORS MANAGEMENT - General

Council Policy



Number	FIN13	Principles/ Framework	Community Strategic Plan 2012-2022 Goal 5 – Inspiring Governance Objective 4 – Exemplary Team and Work Environment
Name	Debtors Management – General		
File No	GV20		
Aim	To provide guidelines for staff that assist in ensuring any monies owed to Council are collected in a consistent and timely manner. This policy will apply to debtors to provide them with clear guidelines relating to outstanding monies.	Approval Date	OCM 24 April 2007 OCM 19 November 2014 OCM 9 December 2015
Application:	Corporate Services Employees	Monitor & Review	Executive Manager, Corporate Services
	Local Government Act 1995 s6.12; s6.13; s6.16 and s6.17	Last Review	16 December 2016
	Caravans and Parks Camping Grounds Act 1995	Next Review	2018
Statutory Environment	Caravan Parks and Camping Grounds Regulations 1997	Review Period	Every 2 years
	Fines Penalties and Infringement Notices Enforcement Regulations 1994		

Policy Number FIN13 DEBTORS MANAGEMENT - General

Policy

The objective of this policy and any associated guidelines is to establish a framework that will:

1. Ensure a fair and accountable approach to the Council's debt management and collection decisions and practices.
2. Provide guiding principles for the management of credit control, debt collection and a bad debt write offs.
3. Ensure timely collection of all monies owing to the Council for the purpose of optimising cash flow and reducing bad debt write offs.

1. Recovery of Sundry Debtors

- 1.1. All monies owed to Council for any fee or charge raised under Sections 6.16 and 6.17 of the Local Government Act 1995, or any reimbursement that is due to Council are deemed to be overdue following a period of 30 calendar days from the date of the original invoice.
- 1.2. An initial current statement will be issued at the end of the month.
- 1.3. At the expiration of the 30 day period, a statement giving the debtor is to be issued with a friendly reminder that the account is overdue. Attempt to contact the debtor via email or phone is also to be made.
- 1.4. At the expiration of the 60 day period another statement with an urgent reminder is to be sent. In addition, attempts to contact the debtor via email or phone are also to be made requesting the payment of monies outstanding
- 1.5. At the expiration of the 90 day period if payment has not been forthcoming then a final demand letter is to be issued giving the debtor a further 7 day period to rectify the debt and advising the debtor that any further line of credit may be withdrawn if payment is not forthcoming and/or an arrangement is not made to pay off the debt.
- 1.6. At the expiration of the 97 day period and after the 3 separate requests for payment, if payment has not been forthcoming then withdraw all further line of credit may be withdrawn until the debt has been paid in full or an arrangement has been made to pay off the debt.
- 1.7. Recovery action, based upon a risk management approach as determined by the value and type of debt including referral to a debt collection agency, will commence against debtors with amounts outstanding for a period greater than 90 days.
- 1.8. All legal costs associated with the debt collection action may be borne by the debtor.
- 1.9. All sporting groups and not for Profit Community organisations are exempt from debt recovery action however Council will have the right to refuse booking requests for facilities if these groups have monies owing exceeding the Shires 30 day trading terms.
- 1.10. Any staff member with a debt outstanding at the time of resignation or termination must pay the debt off in full prior to their final pay. Any monies outstanding may be automatically deducted from the final pay of the staff member to clear the debt as per their signed employment contract.

2. Late Payment Penalty

- 2.1. At the expiration of the 35 days period, after an invoice is raised, interest is to be applied on all unpaid monies.
- 2.2. Interest will be charged in any payment plan arrangements that have not been settled after 35 days from the date of invoice.
- 2.3. The interest rate imposed is determined by Council in its Annual Budget.
- 2.4. Organisations that provide Grants or Contributions to projects and programmes will be exempt from being charged interest.
- 2.5. All sporting groups and not for Profit Community organisations will be exempt from being charged interest.
- 2.6. Interest charges will be reviewed annually and determined at the adoption of the Council budget.

3. Recovery of Oceanview Caravan Park Monies

- 3.1. Once the Oceanview Caravan Park staff have followed all necessary procedures under the Caravan Parks & Camping Grounds Act 1995 and have exhausted all avenues in recovering the debt, they can then forward all correspondence relating to the outstanding debt to the Accounts Receivable Officer, to forward to the debt collection agency for recovery process.

4. Recovery of Infringements

- 4.1. Any infringement that remains unpaid after 28 days from the infringement being issued, will be issued a Final Demand notice
- 4.2. Any infringement that remains unpaid after 28 days from the Final Demand being issued will be referred to the Fines Enforcement Registry within the statutory time limits.
- 4.3. Once the infringement is referred to the Fine Enforcement Registry, the Shire cannot receive payment, it must be paid to the Fines Enforcement Registry.
- 4.4. Fines Enforcement Registry will recommend any infringements to be written off and the process below will be followed.

5. Arrangements to Pay Off Debt

- 5.1. Debtor requests for deferment and/or payment by instalments must be made in writing prior to any debt recovery action taking place.
- 5.2. Any such agreement shall not exceed 4 months unless exceptional circumstances exist.
- 5.3. The debtor must, when making application for deferment or payment by instalments, provide in writing:
 - Details to support their payment
 - Advice as to the date final payment will be made; and
 - An instalment payment schedule.

Policy Number FIN13 DEBTORS MANAGEMENT - General

- 5.4. Debtors who have made written contact with The Shire seeking deferment of payment of outstanding monies and/or payment by instalment method, or are subject to a separate agreement, are exempt from legal action for recovery of outstanding monies unless the payment schedule has been defaulted.

6. Bad Debts / Write offs

- 6.1. A Bad Debt is where a debtor has accounts unpaid for a period exceeding four months (120 days) and if the debtor has made it known that such accounts will be bad due to
- Bankruptcy or insolvency
 - Or otherwise is not locatable
- 6.2. Any bad debts that require writing off or adjustments must be presented to the Finance Manager for review.
- 6.3. A report shall be issued, depending on the amount (refer to Policy DA03-2 Delegated Authority Register), to either the Finance Manager, Executive Manager Corporate Services, CEO or Council identifying the name of the debtor, the description of the debt, the amount outstanding, the period overdue and the reason for the write off.
- 6.4. Upon approval of the write off, the Finance Manager along with the Accounts Receivable Officer shall ensure that necessary adjustments are incorporated in the accounts receivable system and financial statements.

7. New Customer

- 7.1. New customers will be required to complete a New Customer Application Form CS014.
- 7.2. The New Customer application form will include details about:
- Councils credit terms of 30 days
 - Interest charges (%) on outstanding balances over 35 days and
 - All cost of any recovery action will be borne by the customer

8. Records Management.

- 8.1. Records shall be kept to ensure continuity of information for historical purposes through Synergy records.

Signature
(Signed)(Print Name)
Shire
President

Kerry White

Policy Name FIN16 GRV RATING OF IMPROVEMENTS ON MINING TENEMENTS AND PETROLEUM LICENCE SITE

Council Policy



Number	FIN16	Principles/ Framework	Community Strategic Plan 2012-2022 Goal 5 - Inspiring Governance Objective 01 - Custodianship
Name	GRV Rating of Improvements on Mining Tenements and Petroleum Licence Sites		
File No	GV20	Approval Date	OCM with Budget September 2012 OCM with Budget July 2013 OCM with Budget June 2014 Reviewed OCM 16 December 2016
Aim	The purpose of the policy is to establish guidelines for the Gross Rental Valuation (GRV) rating of Worker Accommodation Facilities (WAF) and other selected capital improvements on mining tenements and petroleum licences, in a manner that is fair, equitable, and transparent, and in a manner which optimizes community benefit	Monitor & Review	Executive Manager, Corporate Services
		Last Review	16 December 2016
		Next Review	2017
Application:	Finance Staff	Review Period	Every year with Annual Budget
Statutory Environment	Sections 6.26 to 6.31 of the Local Government Act 1995		

Policy Number FIN16 GRV RATING OF IMPROVEMENTS ON MINING TENEMENTS AND PETROLEUM LICENCE SITE

Policy

Background

The Local Government Act 1995 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 WAFs, on resource tenements, to the benefit of the wider community, in general.

The Shire recognises that there are 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.

Rationale of Policy

The Shire of Ashburton recognises that the introduction of GRV rating of capital improvements on mining tenements and petroleum licences is consistent with the adoption of a more equitable rating regime.

The Shire notes, for example, that payment for 'public goods and services' provided by it should be spread fairly across the community. In that regard, Australia property values (including the improvements there on) are considered to be a reasonable proxy for assessing a ratepayer's capacity to pay for services and goods at the local government level.

Despite this fact, the past UV rating of mining tenements and petroleum licences (some of which support very significant capital improvements) has meant that these ratepayers under-contribute, while other ratepayers contribute a disproportionate amount. While the Shire acknowledges that some Shire provided goods and services benefit one part of the population more than others, the fact remains that there are many local government services that benefit all within a local government's boundaries.

The Shire further recognises that natural resource projects have significant impacts on town sites, even when located some distance away. This occurs as a result of additional demands being made on Shire services either directly as a result of activities generated by the facilities themselves, or indirectly as a result of the needs of town based supporting businesses.

Policy Actions

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 Worker Accommodation Facilities, which reflects the demands these facilities place on Shire goods and services, relative to other GRV rated land uses within the Shire
- All Worker Accommodation Facilities 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 Worker Accommodation Facilities 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,

Policy Number FIN16 GRV RATING OF IMPROVEMENTS ON MINING TENEMENTS AND PETROLEUM LICENCE SITE

- The following Worker Accommodation Facilities shall be exempt from GRV rating
 1. Facilities which have a life of less than two years
 2. Facilities which are exempted by the provisions of "State Agreement" Legislation
- A GRV valuation estimate shall be obtained from Landgates 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 undertake the GRV Rating of Improvements on Mining Tenements and Petroleum Licence Sites.
- A register listing the facilities rated pursuant this policy, shall be maintained, Each facility shall be categorised as Short, Medium or Long Term, based on the following Criteria:
 - o Short Term Life expectancy of 2 to 5 years
 - o Medium Term Life expectancy of more than 5 and up to 15 years
 - o Long Term Life expectancy of more than 15 years
- In April each year, each WAF 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.
Reference:

Rating Policy – Valuation of Land - Mining (March 2016)

Signature
(Signed)

(Print Name)
Shire President

Kerry White

Policy Name REC07 TOURISM

Council Policy



Number	REC07	Principles/ Framework	Community Strategic Plan 2012-2022 Economic Development and Tourism Promotion
Name	Tourism		
File No	GV20		
Aim	In recognition that tourism is a major employer and contributor to the local economy, the Shire will identify support for tourism industry	Approval Date	OCM 21 May 2002 OCM 19 November 2014 OCM 16 December 2016
		Monitor & Review	Manager, Communications and Tourism
Application:	Shire of Ashburton and tourism stakeholders	Last Review	16 December 2016
		Next Review	2018
Statutory Environment	Nil	Review Period	Every 2 years

Policy
Number

REC07 TOURISM

Policy

The Shire recognises that tourism will continue to be a major employer and contributor to the economy within the Shire of Ashburton, and also that it needs to play an active role to facilitate the growth and development of tourism in Ashburton.

The Shire will continue to work with State, regional and tourism industry stakeholders to promote local tourism opportunities.

Framework

The Shire of Ashburton will in particular:

- Endeavour to assist community groups or tourist organisations conduct events which have the potential to develop tourism in the area.
- In the formulation of its planning regulations and preparation of local laws and other regulations, will have regard to the requirements of tourism development, and the impacts these rules will have on tourism.
- When reviewing Strategic Plans, Town Plans and Development Control Plans, take into consideration policies on tourism and other related issues.
- Encourage tourism product development and investment throughout the area and where possible will facilitate the development application process.
- Encourage a high standard of relevant design and aesthetics in all forms of tourist development.
- Consider the welfare of the whole community, and examine the social, cultural, economic and environmental impact when supporting tourism development and any associated facilities.
- Promote landscaping of residential and commercial centres to make the Shire a unique and attractive visitor destination.
- Where practicable, support the enhancement of natural features, conservation areas of outstanding scenic beauty and recognise items of heritage significance.
- Facilitate the development of scenic routes, walk-trails and lookouts and review signage needs in strategically important tourist areas.

Financial

Council will consider an appropriate budget allocation each year to provide for the following:

- A contribution to the Onslow Visitor Centre providing it is satisfied that the Committee is providing a worthwhile tourist service (as outlined in an annual agreement);
- Fund the Tom Price Visitor Centre directly as a Council activity;
- Contribute an amount towards implementing the Shire of Ashburton Tourism Destination Development Strategy,
- Support tourism initiatives which build the Pilbara tourism potential.

Signature
(Signed)(Print Name)
Shire
President

Kerry White



Governance Policy

File NO: CORP_GOV = TR.AT.1.4 and ES.CM.5 or ENG02

Policy Name = Access to Pastoral Properties

Policy Purpose:

To attempt to provide year round air and road access to pastoral properties in an equitable and efficient manner.

Principles/Framework Application:

Roads

If required Council will maintain one access road to each pastoral property on the basis that the access road is the shortest route to the property homestead. Where the homesteads occupy one ratable pastoral property access will be maintained to the principal homestead.

The following roads are not classified as pastoral "access" roads in accordance with this policy.

- (a) Twitchen Road
- (b) Onslow to Peedamulla
- (c) Yarraloola-Millstream Road
- (d) Ashburton Downs & Ashburton Downs-Moeratharra Road
- (e) Towera Road and Towera-Linton Road

Airstrips

If required Station airstrips will be graded in conjunction with grading of Station access roads.

Statutory Environment = Local Government Act 1995 Part 1 Section 1.3(2) (d)

Minute Number = 1045

Approval Date = Adopted at Ordinary Meeting 18 November 1997

Signed _____

Shire President

Monitor and Review =

Last Review Date = Reviewed at the Ordinary Meeting of Council held on 15 July 2003

Next Review Date =

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



Policy Name:	ROAD MANAGEMENT POLICY
File No:	ENGXX
Policy Purpose:	The purpose of this policy is to demonstrate the Shire of Ashburton's commitment to the responsible management of its roads and to establish a policy relating to the management of roads within the Shire's boundaries.
Principles / Framework:	Responsible provision of road infrastructure that enables economic and social vitality.
Application:	Elected Members and Staff
Statutory Environment:	Local Government Act (1995) Main Roads Act (1930) Land Administration Act (1997)
Minute Number:	XXXXX
Approval Date:	Adopted OCM XX XX XX

1. Background

The Shire of Ashburton (the "Shire") is committed to the provision and maintenance of roads within its boundaries and has an obligation to ensure that the road network provides an appropriate level of service and functionality for the road user.

A Road Management Policy is required to set out a framework for making consistent, structured and justifiable decisions as to whether a gazetted road or area of land used as a road is reasonably required for general public use and is therefore considered to be a "Public Road". Once identified as a Public Road and the responsibility of the Shire it is considered a "Shire road" and must be included in the Shire's Road Register.

Inclusion in the Road Register is an acknowledgement by the Shire that it is the responsible road authority in respect of the Public Road, and therefore has the responsibility for its on-going maintenance, repair, inspection and the risks associated with this function. The level of service is dependent on the classification of the road in the road hierarchy, the standard to which the road has been constructed, the funds available for the maintenance and the level of risk deemed applicable to that road.

If the Shire decides that an area of land used as a road is not the Shire's responsibility, and therefore not a Shire Road then the Shire does not have any statutory or common law duty to inspect, repair or maintain the area of land. In this case, the Shire has the discretion, not duty, to inspect, maintain and repair areas of land used as a road that are not on the Road Register.

The Shire will be able to decide whether a road is a Shire Road based on criteria that are set out in this Policy.

2. Scope

This Policy is intended to apply only to those roads and road reserves for which the Shire of Ashburton is the responsible authority.

There are numerous roads and tracks within the Shire that Council is not responsible for, but are managed by other authorities such as Main Roads Western Australia, the Department of Parks and Wildlife and other State authorities. In particular, the majority of roads and tracks through National Parks are not the responsibility of the Shire of Ashburton. A small number of private roads are the responsibility of their respective owners.

Roads and road reserves that are the responsibility of other authorities (e.g. State roads, National Park roads, private roads etc.) are not included in this Policy.

This Policy is intended to apply consistently throughout the Shire.

3. Strategic Implications

This Road Management Policy has been developed to support the vision, goals and objectives in the Shire of Ashburton's Strategic Plan.

This Policy is also designed to complement the Asset Management Policy. Both policies are supported by the Strategic Asset Management Plan and Road Asset Management Plan.

4. Objectives

To provide a framework for making consistent and structured decisions as to whether a road or area of land used as a road should be included on the Shire's Road Register.

Specifically, the aim of this Policy is to establish:

- The circumstances under which the Shire will accept responsibility for a road, sections of road or area of land used as a road; and
- The process required for the Shire to accept responsibility for a road, sections of road or area of land that is not currently listed in the Road Register.

5. Road Register

The Shire maintains a Road Register. Roads that are not included in this register are currently not recognised by the Shire as assets, nor does the Shire accept any maintenance responsibility for such roads.

The existing extent of the Shire's road network has been determined from historical records of the extent to which the Shire has established and maintained the road network, with some additional roads that Council has formally accepted responsibility for, generally through land development.

Council may determine that additional roads, sections of roads or areas of land used as roads be included in the Road Register in accordance with this Policy.

6. Policy

This Policy sets out the guidelines for staff and elected members in relation to the management of roads within the Shire boundaries.

1. The Shire is responsible for the management of Shire Roads within its boundaries.

2. The Shire shall maintain a Road Register detailing the roads for which it is the responsible road authority. The Road Register is a living document that is to be updated as required.
3. The criteria for determining inclusion on the Road Register are as follows. The road must satisfy at least seven of the following criteria:
 - a. is accessible to the public;
 - b. provides primary access to at least one full-time occupied property (i.e. the property is otherwise land-locked and without any road frontage);
 - c. is named and signed
 - d. has previously been constructed by, or regularly maintained by Council
 - e. contains public utilities;
 - f. provides clear benefit to several property owners (not just one);
 - g. is required for fire access purposes, is in a dedicated road reserve and / or is formed and constructed;
 - h. connects into and forms part of the wider network of Public Roads;
 - i. is fenced on both sides;
 - j. serves a defined purpose or function for the public (i.e. there would be consequences if public access was removed and / or the needs for public use cannot be readily accommodated with alternatives).
4. The Shire shall maintain an Road Asset Management Plan that, as a minimum, outlines the following:
 - a. The Road Hierarchy System
 - b. Levels of Service
 - c. Inspection Programs
 - d. Construction Standards
 - e. Maintenance Standards
 - f. Road Condition Reporting

7. Other Considerations

1. Existing Access to Rural Dwellings:

In the majority of circumstances, but not all circumstances, the existing road network provides access to properties via Rural Access Roads.

Many rural properties have long private driveways (some of which are on or near government road reserves) that connect to the local road network. Private driveways are not included in the Shire's local road network.

2. Request for Road Registration or Improvement:

In circumstances where property owners or ratepayers wish to have a presently unregistered road included in the Shire's Road Register and for it then to be maintained by the Shire, the ratepayer/s or property owner/s may make application in writing to the Shire to have the road included.

The road will be inspected and a report prepared for Council's consideration of the matter at an Ordinary Council Meeting. Council will not accept responsibility for roads which do not meet the minimum criteria specified in this Policy. The road will also be assessed against, and

must reach at least the minimum standards that are described in the Road Asset Management Plan.

Where work is required to bring the proposed road up to a standard that is acceptable by Council, the costs of performing such work shall be borne by the proponent or proponents that have made the application to have the road included in the Road Register.

In considering such a proposal, Council will have due regard for the criteria for determining inclusion on the Road Register and the ongoing maintenance costs generated by the improved road.

3. New Developments

Where a new development on rural land requires a higher standard of road than has been provided, the costs associated with upgrading of the road will be the full responsibility of the developer. Every effort should be made to address this issue as part of the planning for the development.

8. Definitions

Shire means the Shire of Ashburton.

Shire Road means any public road that is on the Road Register of the Shire of Ashburton.

Road Register is a register of all public roads for which the Shire is the responsible road authority.

9. Supporting Documents

This Road Management Policy is a key component of the Shire's planning and asset management process. The Policy sits alongside the Asset Management Policy and both are supported by the Strategic Asset Management Plan, Road Asset Management Plan and Road Register.

All these documents form part of the formal records of the Shire of Ashburton.

(Signature)
Signed

(Print Name)
Shire President

Monitor and Review:
Last Review Date
Next Review Date
Review Period:

Executive Manager, Infrastructure Services
Not Applicable
XX XX 2018
Biennial

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

Pilbara Underground Power Project (PUPP)

Onslow Information

About PUPP

The Pilbara Underground Power Project (PUPP) is a partnership between the State Government's Royalties for Regions initiative and Local Government, delivered by Horizon Power.

PUPP is providing cyclone-affected North West towns with a safe and reliable power supply by replacing ageing overhead electricity infrastructure with underground networks. The project is intended to dramatically reduce the likelihood of power outages to essential services, regional residents and businesses during and immediately following adverse weather events.

Historically the rollout of underground power required a 50% financial contribution from the local community, however with additional support from the State Government's Royalties for Regions program, a transition to underground power in the Pilbara only requires a local 25% contribution to the overall cost of the project.

The project has so far delivered the undergrounding of powerlines in South Hedland, Wedgefield, Roebourne, Karratha CBD, Bulgarra, Karratha LIA and Millars Well. Civil works in the suburb of Pegs Creek finished two months ahead of schedule in mid-July and electrical connections at each property are expected to be completed by early 2017.

Horizon Power requires the endorsement of the Shire of Ashburton, and commitment to the 25% funding requirement, before proceeding with the detailed planning and delivery of underground power in Onslow. It is proposed that the 25% funding is raised via a combination of contributions from the Chevron-operated Wheatstone Project, Shire of Ashburton and a service charge levied through the Shire's rates system, which will be payable by all landowners in Onslow. It is intended that landowners will only need to pay about 10% of the total cost of the project as a levy.

How are landowners proposed to be charged?

A funding model has been developed based on the type of existing connection you have. For example, if you currently have 'full overhead power' including the connection to your house, you will pay slightly more than a property that already has underground power from the street to the house. Further information about the type of connections and associated costs are provided below.

The Shire of Ashburton will pay the landowner contribution upfront, which will be funded by a low interest loan. Landowners will then pay their portion over four years as a service charge levy, which will appear on your annual Rates Notice.

Pensioners and eligible concession holders are entitled to a 50% discount on the cost.

What happens next?

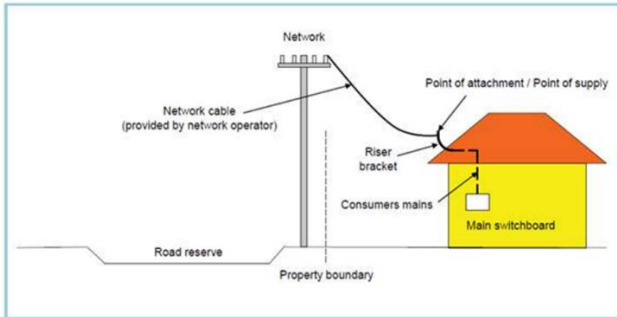
The Shire of Ashburton will make a decision whether to proceed with the Pilbara Underground Power Project at the Ordinary Meeting of Council on 16 December 2016 (to be held in Onslow).

Please check our website regularly for updates and further information.

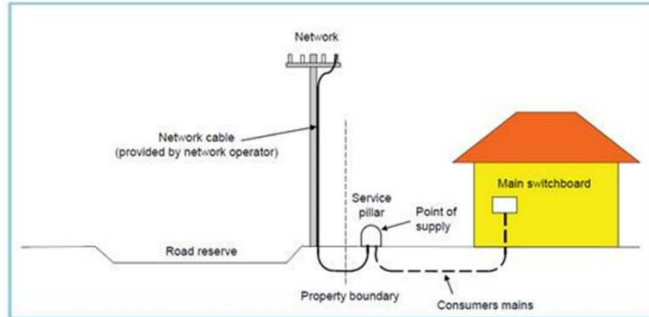
Any feedback or queries regarding the project can be directed to: soa@ashburton.wa.gov.au

Types of Connections

Type 1: Full Overhead



Type 2: Consumer Mains Underground



Type 3: Transformer or Vacant



Type 4: Street Already Underground



Proposed Cost (per year over four years)

Connection Type	Residential	Residential (pensioner)	Commercial	Commercial (pensioner)	Industrial
1. Full Overhead	\$525	\$263	\$1576.24	\$788.12	\$3021.12
2. Consumer Mains U/ground	\$302	\$151	\$1352.94	\$676.47	\$2797.82
3. Transformer or Vacant	\$210	\$105	\$210.16	\$105.08	\$2705.87
4. Street already underground	\$105	\$52	\$210.16	\$105.08	\$2600.79



SHIRE OF ASHBURTON

PILBARA UNDERGROUND POWER PROJECT

ONSLOW CUSTOMER INFORMATION



Government of Western Australia
Department of Regional Development



ROYALTIES
FOR REGIONS



ONSLOW MAJOR DEVELOPMENTS – NEXT 3 YEARS

PILBARA
UNDERGROUND
POWER PROJECT

Stage 1

- New Power Station located in Lot 555 (expandable for the future)
- New transmission line to connect the power station supplies to Onslow
- New zone substation located in Lot 880
- Network extensions into the town (U/G)
- Undergrounding of existing overhead network in town

Stage 2

- Solar and Battery Storage (siting feasibility studies underway)
- Gas lateral: 23km 4" pipeline (complete - by others) and 87 km of 6 inch pipeline (existing)

HORIZON POWER ONSLOW FUTURE DEVELOPMENTS

PILBARA
UNDERGROUND
POWER PROJECT



Legend	
	Undergrounding of existing overhead network in town
	Network extensions
	Temporary power station line that will be removed
	New transmission line to connect the power station supplies to Onslow



Government of Western Australia
Department of Regional Development



ROYALTIES
FOR REGIONS



ABOUT PUPP

**PILBARA
UNDERGROUND
POWER PROJECT**

THE PILBARA UNDERGROUND POWER PROJECT

The Pilbara Underground Power Project (PUPP) is a partnership between the Government of Western Australia (through the Royalties for Regions Pilbara Cities Initiative) and Local Government Authorities, delivered by Horizon Power.

The project aims to provide cyclone affected North West towns with a safer and more reliable power supply, by replacing overhead electricity infrastructure with underground networks.



GOVERNING BODY

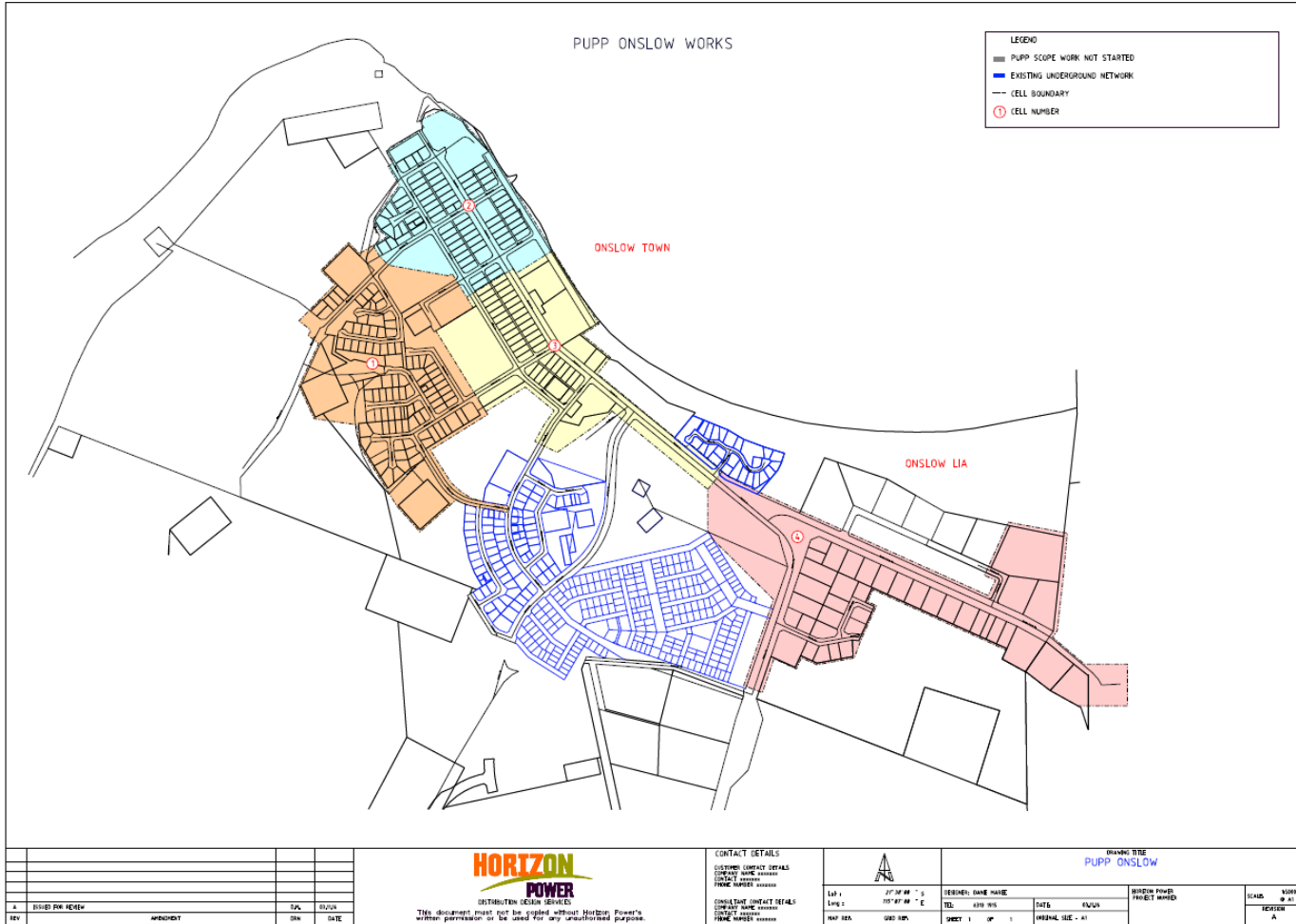
PUPP EXTERNAL STEERING COMMITTEE

The role of the External Steering Committee is to provide external oversight and governance of Pilbara Underground Power Project.

Member	Organisation	Proxy
Terry Hill, CEO	Pilbara Development Commission	Richard Bairstow, Manager Infrastructure
Ziggy Wilk, General Manager Pilbara Grid	Horizon Power	James Carney, Manager Pilbara Network, Pilbara Underground Power
Victor Browner, A/Executive Director	Public Utilities Office, Department Finance	Brad Smart, Senior Analyst
Chris Adams, CEO	City of Karratha	Phillip Trestrail, Director Corporate Services
Neil Hartley, CEO	Shire of Ashburton	Anika Serer, Executive Manager Strategic & Economic Development
Anthony Williams Engineering Technical Officer	Town of Port Hedland	Daniel Van Vo, Coordinator Technical Services

PUPP PROJECT SCOPE

PILBARA UNDERGROUND POWER PROJECT



Government of Western Australia
Department of Regional Development



PUPP PROJECT STAGES & TIMELINE

STAGES	TIMELINE
Planning	Completed
Design	Completed
Tender process (compliance)	Completed
Community Information Session & Shire of Ashburton approval	Pending
PROPOSED TIMELINE IF ACCEPTED BY THE SHIRE OF ASHBURTON	
Civil works	Commence March 2017
Electrical connections	Commence October 2017 (4 months overlap with civil)
Dismantling of old powerlines and poles	Completion by April 2018

THE PILBARA UNDERGROUND POWER PROJECT (PUPP) TEAM UNDERTAKE A COMBINATION OF COMMUNICATION METHODS TO ENSURE THE COMMUNITY IS ENGAGED AND INFORMED AT EVERY STEP OF THE PROJECT.

Communication methods:

- Notification delivered to PO Box via Australia Post (no letter boxes in Onslow)
- Notification hand delivered to resident by PUPP team & contractors (personal visits)
- Local newspaper and radio advertising
- Street signage

Frequency:

- Civil work
4 notices delivered to residents / starting 3 weeks prior to planned works
- Electrical connections
6 notices delivered to residents / starting 2 weeks prior to planned works
- Dismantling
1 notice delivered to residents / starting 2 weeks prior to planned works

STAGES OF WORK – CIVIL

INITIAL STAGES

The initial stages of civil work include surveying, locating services and installing distribution equipment and streetlights. Community engagement (notifications) commence with residents three weeks prior to works.



Transformer installation



Hole boring for streetlight installation

STAGES OF WORK - CIVIL

CABLE INSTALLATION

Cables are installed under the street verge using directional drilling however; numerous excavations are necessary for equipment installation and cable work.



Directional drilling for mains conduit installation



Mains cable installation



Directional drilling for consumer conduit installation

STAGES OF WORK - CIVIL

YOUR PROPERTY

An area of concrete or paving will need to be cut and removed under the meter box for the installation of the new consumer cable. Once this is complete the hole will be backfilled and concreted.



Core boring used for concrete cut out



After

PILLAR INSTALLATION

A trench may be required inside the property boundary to install the connection pillar that will supply your property. These pillars are generally installed in the corner of every second property and in most cases, will service two dwellings.



Cables installed



Cables being prepared for energisation



Completed pillar

YOUR PROPERTY

An entry point for the cable is made in the wall under your meter box and a metal cover (also known as a 'top hat') will be placed over the cable to ensure your safety and protect the cable. This cover will stay in place permanently. The existing overhead cable is removed and the new underground cable connected to your meter.



An entry point for the cable is made in the wall under the meter box

The 'Top Hat' in place

REMOVAL OF OLD OVERHEAD POWERLINES AND POLES



Removal of overhead powerlines

ENHANCED VISUAL APPEARANCE

PILBARA
UNDERGROUND
POWER PROJECT



Before underground power



Removal of old powerlines



Underground power works complete



Transformer installation



New street lights



Green mini-pillar



Government of Western Australia
Department of Regional Development



ROYALTIES
FOR REGIONS



BENEFITS OF UNDERGROUND POWER

PILBARA
UNDERGROUND
POWER PROJECT

- Resilience of electrical infrastructure during cyclones - reduced impact on outages & safety
- Fewer power interruptions due to severe weather
- Enhanced visual appearance of your property
- Reduced street tree pruning requirements meaning trees can grow to natural height and provide more shade
- Brighter, safer streets with the new street lighting system
- Reduces personal safety hazards caused by fallen power lines, pruning near power lines and car accidents involving power poles
- Reduce risk of power outages for local businesses (minimise risk of lost revenue)
- A build-up of salt deposits on overhead lines can cause outages and can be prevented by underground power.
- Reduce risk of power outages caused by birds / small animals that come into contact and short circuit power lines

BENEFITS OF UNDERGROUND POWER

PILBARA
UNDERGROUND
POWER PROJECT

RESILIENCE OF UNDERGROUND INFRASTRUCTURE DURING CYCLONES - REDUCED IMPACT ON OUTAGES & SAFETY

SPOTLIGHT RESPONDING TO CYCLONES & EMERGENCIES

Horizon Power's Emergency Management Team (EMT) and local response teams were on a state of heightened operational readiness over the cyclone season (November 2012 – April 2013).

The EMT was active for 19 days in 2012/13 to protect communities and restore systems impacted by severe weather events. Horizon Power works closely with the Department of Fire and Emergency Services and other State services through the State Emergency Coordination Group.

SEVERE TROPICAL CYCLONE NARELLE – JANUARY 2013

Severe Tropical Cyclone (TC) Narelle (a Category 4 cyclone with winds of 185 kilometres per hour) passed approximately 330 kilometres northwest of Exmouth but did not make landfall. Our communities in West Pilbara and North Gascoyne were impacted by severe weather (lightning, wind and heavy rain) associated with TC Narelle only resulting in a few minor unplanned power interruptions in Exmouth and Roebourne.

TROPICAL CYCLONE PETA – JANUARY 2013

TC Peta made landfall near Point Samson, near Karratha on 23 January. Across much of the West Pilbara district, TC Peta dropped heavy rains that caused widespread flooding. Despite the severe weather associated with TC Peta in the West Kimberley and Pilbara, Horizon Power was able to maintain reliable power supply to our customers in these areas. The benefits of underground power supplies in cyclone prone areas were clearly demonstrated during this severe weather event.

SEVERE TROPICAL CYCLONE RUSTY – FEBRUARY 2013

Severe TC Rusty reached Category 4 strength and made landfall on 27 February east of Port Hedland, near Pardoo. Due to the slow-moving nature of the cyclone, Port Hedland experienced 39 hours of winds of at least gale-force strength (with the maximum gust of 119 kilometres per hour) and very high rainfall. There were some recorded outages affecting approximately 25 per cent of our customers in Port Hedland. Three quarters of our customers were restored within four hours and the remaining customers were restored within 24 hours.

SHARING RESOURCES WITH WESTERN POWER

Horizon Power again this year provided support crews to Western Power during severe storms experienced in the South West Interconnected System (SWIS) in the third quarter of 2012. Western Power crews were on standby to provide assistance in the wake of TC Rusty in February 2013. This year we again demonstrated our ability to work effectively with State emergency organisations and other utilities to restore power supplies as quickly as possible following these severe weather events. Our emergency response is one we are proud of.



“ THIS YEAR WE AGAIN DEMONSTRATED OUR ABILITY TO WORK EFFECTIVELY WITH STATE EMERGENCY ORGANISATIONS AND OTHER UTILITIES TO RESTORE POWER SUPPLIES AS QUICKLY AS POSSIBLE FOLLOWING THESE SEVERE WEATHER EVENTS ”

BENEFITS OF UNDERGROUND POWER

PILBARA
UNDERGROUND
POWER PROJECT

RESILIENCE OF UNDERGROUND INFRASTRUCTURE DURING CYCLONES - REDUCED IMPACT ON OUTAGES & SAFETY

CYCLONE HEIDI IN 2012

- Outages impacted more than 3,000 customers in Port Hedland and South Hedland.
- The category two cyclone damaged the overhead network which took a few hours to repair during which time the community had to remain indoors.
- All nine undergrounded systems remained in service but power was lost for more than 12 hours at each of the eight overhead systems.
- There would have been minimum disruption, if any at all, if the electricity distribution system had been fully underground.



BENEFITS OF UNDERGROUND POWER

PILBARA
UNDERGROUND
POWER PROJECT

RESILIENCE OF UNDERGROUND INFRASTRUCTURE DURING CYCLONES - REDUCED IMPACT ON OUTAGES & SAFETY

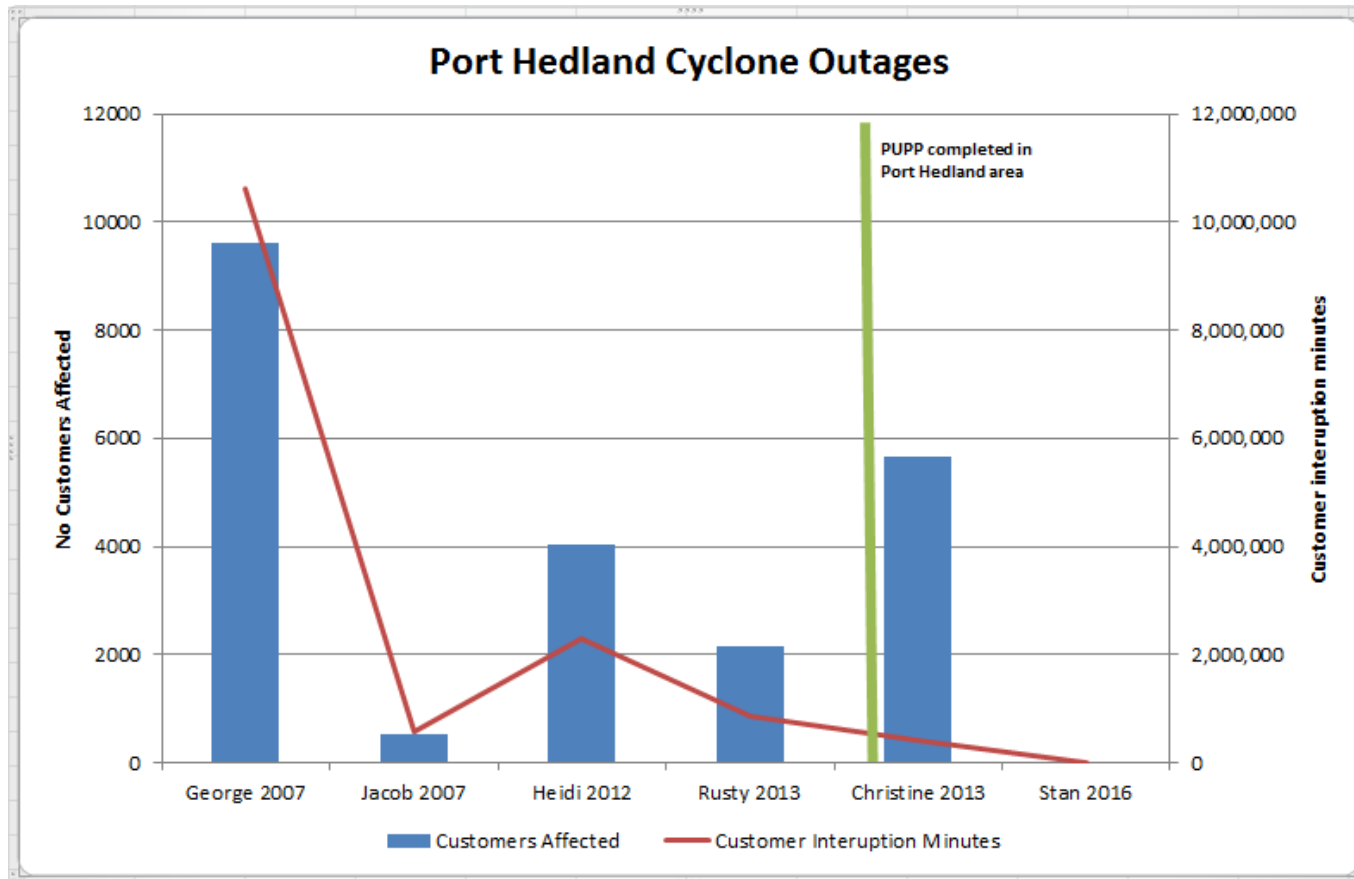
CYCLONE CHRISTINE IN 2013

- Electricity was lost to the majority of customers (over 7000) in Karratha and approx. 100 customers in Port Hedland.
- Customers in Karratha that were already connected to the underground network had power restored quickly once the all clear was given and the fault at the Karratha power station which caused the outage, was resolved.
- Customers on the overhead network experienced lengthy outages. This outage was caused by damage that occurred to the power station in Karratha during red alert as well as damage to overhead distribution systems. A transmission line running between Port Hedland and Karratha was damaged during this cyclone; however this was not the cause of the outage.



BENEFITS OF UNDERGROUND POWER

RESILIENCE OF UNDERGROUND INFRASTRUCTURE DURING CYCLONES - REDUCED IMPACT ON CUSTOMER OUTAGE DURATION



MEET THE HP PUPP TEAM

PILBARA
UNDERGROUND
POWER PROJECT

James Carney - Manager Pilbara Network

Andy Allaway – Project Construction Manager

Belton Tshado – Onslow Site Supervisor

Michelle Piefke - Quality Assurance Coordinator

Justine Franklin - Access Controller

Leeanne Hopley - Site Administration



A Site Supervisor will be stationed onsite in Onslow to oversee the delivery of works and ensure the project is delivered within set timelines and budget.

“The Karratha project is ahead of schedule and under budget – which is testament to a dedicated project team, highly experienced contractors and well-tested methodology.” James Carney, Manager Pilbara Network

STEPPING INTO THE FUTURE KEEPING YOU SAFE

**PILBARA
UNDERGROUND
POWER PROJECT**

Embrace the benefits of underground power with improved safety, reliability and streetscapes.



QUESTIONS & ANSWERS

PILBARA
UNDERGROUND
POWER PROJECT

FREQUENTLY ASKED QUESTIONS



Government of Western Australia
Department of Regional Development



ROYALTIES
FOR REGIONS



PUPP FAQs – Horizon Power

About the Pilbara Underground Power Project (PUPP)

What is PUPP?

The Pilbara Underground Power Project (PUPP) is a partnership between the State Government's Royalties for Regions Pilbara Cities initiative and Local Government, delivered by Horizon Power.

Royalties for Regions is contributing 75 per cent of the project funding and 25 per cent is funded by local shires through rate payers. In Perth, most ratepayers have paid around a 50 per cent contribution towards undergrounding their property.

The PUPP provides cyclone affected North West towns with a safe and reliable power supply, by replacing ageing overhead electricity infrastructure with underground networks. The project is designed to dramatically reduce the likelihood of power outages to essential services and regional residents and businesses during, and immediately following, adverse weather events.

Why do we need underground power?

Underground power is proven to be safer, more reliable and is also more aesthetically pleasing than overhead powerlines. This is particularly relevant to the Pilbara given the extreme weather conditions experienced in the region. Since 2006, there have been 26 cyclones and major storm events in the north west of Western Australia, with the majority of those impacting the Pilbara. The overhead distribution network is easily damaged by cyclones which can lead to frequent and extended outages of sometimes up to five days.

About underground power

What are the benefits of underground power?

- Resilience of electrical infrastructure during cyclones meaning reduced impact on outages and safety
- Fewer power interruptions due to severe weather
- Enhanced visual appearance of your property and streetscape
- Reduced street tree pruning requirements, meaning trees can grow to natural height and provide more shade
- Brighter, safer streets with the new street lighting system
- Reduces personal safety hazards caused by fallen powerlines, pruning near powerlines and car accidents involving power poles
- Reduced risk of power outages for local businesses (minimising risk of lost revenue).
- Reduced risk of power outages caused by birds or small animals that come into contact and short circuit powerlines.

What is involved in the undergrounding of power?

- Laying new power cables underground, usually in the road verge
- Installation of green connection pillars, usually in the front corner of private property that serve that property and the immediately adjacent property wherever possible.
- Installation of Ring Main Units, Transformers and Switchgear Kiosks to manage the distribution of power throughout the area. These are located in parks or public open space, or where required, on side verges of residential property.
- Installing an underground cable from the connection pillar to the meter box at each property.
- Installation of a new street light system designed to meet Australian Standards
- Removal of existing power poles and overhead powerlines (excluding Transmission lines and poles)

Is there a risk of flooding an underground network?

Some areas in Karratha & Port Hedland have been benefitting from underground power since 2001, and currently most properties in the towns are already connected to the underground network. There have been many cyclones since then without flooding damaging the underground cabling as these cables are robust to prevent water damage. Most equipment will be positioned to avoid damage and there are also safety procedures in place to deal with such issues. All attempts are made to place the equipment above the 100 year flood line.

Project status

Where has work started?

The project has so far completed undergrounding powerlines in South Hedland, Wedgefield and Roebourne. Karratha is nearing completion, with phase two running ahead of schedule and under budget. Onslow is the last of the Pilbara towns to be offered the project under the current approved Royalties for Regions funding agreement.

What are the project stages and proposed timeline for Onslow?

Stages	Timeline
Planning	Completed
Design	Completed
Tender process (compliance)	Completed
Community Information Session & Shire of Ashburton approval	Pending
Proposed timeline IF accepted by The Shire of Ashburton	
Civil works	Commence March 2017
Electrical connections (4 months overlap with civil)	Commence October 2017
Dismantling of old powerlines and poles	Completion by April 2018

What has been completed?

Project Area	Civil	Electrical	Dismantle Overhead Infrastructure
South Hedland	Completed	Completed	Completed
Wedgefield	Completed	Completed	Completed
Karratha CBD	Completed	Completed	Completed
Bulgarra	Completed	Completed	Completed
Karratha LIA	Completed	Completed	Completed
Roebourne	Completed	Completed	Completed
Millars Well	Completed	Completed	Some overhead infrastructure remains until Pegs Creek is completed
Pegs Creek	Completed	Underway	
Nickol North	Underway		
Nickol South	This stage is scheduled to commence in the first quarter of 2017		

How much of the project is left to be completed?

Horizon Power has now completed approximately 70 per cent of the project scope. Pegs Creek is in its final stages of being connected to the underground network with electrical works at individual properties due to be completed by early 2017.

Nickol, the final suburb of Karratha to be connected to the new underground network, will be completed in two stages. Nickol North is the first stage to commence with civil works well underway. Nickol South is scheduled to commence in the first quarter of 2017.

Horizon Power's involvement

What is Horizon Power's role in the PUPP?

Horizon Power is responsible for delivering the PUPP, in partnership with the State Government's Royalties for Regions Pilbara Cities initiative and Local Government.

Who does the work?

Horizon Power has completed the planning, design and tender evaluation process. Horizon Power will divide the work into smaller parcels in order to manage risks and contain costs. This methodology has been proven in recent stages of the project which have been delivered ahead of schedule and under budget.

Undergrounding your property

How will I be notified about works at my property?

Horizon Power will regularly communicate with householders and property owners by way of written communications and personal visits. When there is a need to temporarily interrupt power supply, you will be given ample written notice.

The project has a dedicated Access Co-ordinator to accommodate affected customers' needs and to coordinate the best time for work to take place.

Will Horizon Power reinstate lawns, footpaths, reticulation and so on?

We undertake this work with every effort to reduce the impact on verges and front gardens. Works to roadways, footpaths or driveways is avoided wherever possible. The program of works will include photography of the existing condition of the property prior to site works commencing and again on completion of the works, to verify the contractors take every care with your property. The contractors restore all work areas as closely as possible to their previous condition.

What happens if you damage my yard or verge?

At all times our contractors will take extreme care to minimise disruption to your property. If you notice any outstanding damage, please report it immediately to your local Horizon Power depot.

How will you keep me informed about progress?

We will send you notifications to advise when we will be working near your property. We will also include regular updates in your local paper, the Pilbara News and you can find out more information on our website, www.horizonpower.com.au or www.ashburton.wa.gov.au

Is my property suitable for the changeover to underground power?

The electrical infrastructure services at all residential and commercial premises that currently have an overhead connection will receive a free safety check to ensure they are compliant with current safety regulations. If a problem is found at this time, further work to upgrade the existing installation may be required before the changeover can occur. If a major pre-existing electrical fault is identified in the house during the inspections, the power to the premises may be disconnected and a fault note issued to the owner or occupier for safety of the family. In this situation, you will be responsible for engaging the services of a licensed electrician to carry out the work requested before HP can connect.

Will my power be switched off because of the project?

Yes, there will be a requirement to turn the power off to your property at some stage during the project. Horizon Power will endeavour to plan the outage time and duration with minimal disturbances to householders. You will receive adequate notification of when your power will be going off, and for approximately how long that will be for.

Is it possible I could dig underground and electrocute myself?

It is important to take care when working near underground networks to avoid damage, disruption, injury and even death from accidental contact. An electrical contractor will place a cable route map in your meter box to indicate the position of the cable on your property. For cables outside your property a warning tape is covering the cables but please contact Dial Before You Dig on 1100 prior commencing any works.

In areas where an underground electricity network exists make sure you:

- Know the location of all electrical infrastructure on or near your property or work site;
- Do a visual check for electrical infrastructure; and
- If you plan to dig near or on the verge of your property, call Dial Before You Dig on 1100 to obtain a map of underground pipes and cables in your area. For your own safety, never interfere with electricity infrastructure and never attach or tie anything to it. In an emergency, please dial 000.

How will public safety be ensured throughout the project?

Safety is the number one priority for Horizon Power and we will ensure that highest level of safety is demanded of our contractors and effectively monitored. If you observe any safety risks or unsafe work practises, please notify us immediately by contacting 13 23 51

Who do I call if I have any problems?

Horizon Power has dedicated staff who are available to answer any project related questions. For your local Horizon Power depot. For any rates related queries, please contact your local shire.

Operational**Will you be digging up the roads?**

When there is a requirement to run cable across a road, an underground directional drill will be used, as far as possible, to reduce any damage to roads. If any roads are required to be excavated, traffic control measures will be put in place. Any roads which require excavation will be repaired by the project.

Is street lighting part of the program?

As most of the existing street lighting is located on the power poles which are being removed, new streetlights will be installed. Each Council involved in the project will approve the street lighting design as per the Australian Standard. The current standards typically have streetlights located more closely together, which mean better night time visibility.

What is the process of works?

Horizon Power use contractors who will first install the transformers and switchgear units. The main cables are then installed around a metre deep under the verges using horizontal drilling technology to reduce the impact on lawns and reticulation systems. The green connection pillars are then installed and connected to the main cable and will become live once the network is fully connected, tested and commissioned. After the pillars in each area are live, each property is then changed over to the new underground system. Residents will be advised in advance of these outages.

Will all the old overhead wires and poles be removed

Yes, all distribution wires and poles will be removed. This may be delayed in some areas until later in the project because the powerlines in question serve as a high voltage "backbone" which feeds power to other areas which are still overhead. This infrastructure will be removed when all properties supplied by those powerlines have been changed to the new underground system.

Have new contractors been secured? What measures are in place to avoid the delays and cost increases that happened with the previous contractors?

Horizon Power has completed the tender process to secure contractors for the proposed Onslow portion of the project. The work will be divided into smaller parcels of work in order to manage risks and contain costs. This methodology has been proven in recent stages of the project which have been delivered on time and under budget.