

Ordinary Meeting of Council

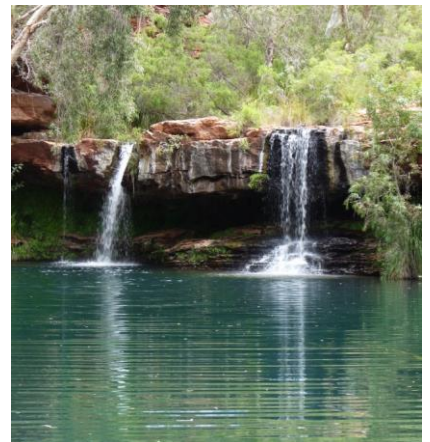
Tom Price



Attachments - Public

15 July 2015

Clem Thompson Sports
Pavilion
Stadium Road
Tom Price
1.00p



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



SHIRE OF ASHBURTON

ORDINARY COUNCIL MEETING

**ATTACHMENTS
(Public Document)**

**Clem Thompson Sports Pavilion,
Stadium Road, Tom Price**

15 July 2015

Governance & Executive Services Status Report

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
1	06/15	11.3	Role and Implementation of the Aboriginal Portfolio MINUTE: 11966	That Council reinforce its position of 20 November 2013 and not reintroduce a Councillor Portfolio System.	Completed No further action required. (June 2015)
2	06/15	11.4	Westside Community – Tom Price and Paraburdoo Road MINUTE: 11967	That Council engage with the Department of Regional Development (including as part of the WA State Government's planning for remote Indigenous communities), any relevant Aboriginal Corporation and Rio Tinto in a formal discussion regarding the tenure of the 'Westside' community in an effort to determine whether there is any intention to formalise Westside as an Aboriginal community and to secure a plan for a way forward in relation to ensuring compliance with the relevant Shire statutory requirements relating to Town Planning, Building and Health.	Completed Resolution not passed at June Council Meeting. Matter will be progressed as a compliance issue at officer level. (June 2015)
3	06/15	17.1	Cr Lorraine Thomas - Notice of Motion in regards to forming a Committee for the Aboriginal Communities	Request Council to form an Aboriginal Community Committee of Council to liaise with Aboriginal Communities. The Committee to consist of three members and one staff member (for agenda, minutes and inward and outward correspondence). The Committee to meet before or after Ordinary Meeting of Council or when required. The Committee to report back to Council on a monthly basis.	Completed Refer to item in July Council Meeting Agenda. (June 2015)
4	06/15	17.2	Cr Lorraine Thomas - Notice of Motion in regards to the relevant Pilbara Regional Council outcomes to be brought to Council as an Agenda Item	To have an agenda item brought to Ordinary Meeting of Council regarding the items/outcomes that are relevant to the Shire of Ashburton from the Pilbara Regional Council meetings.	Completed Refer to item in July Council Meeting Agenda. (June 2015)

Governance & Executive Services Status Report

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
5	20/05	11.3	<p>Notice of Motion - Local Indigenous Communities and State Government Consultation</p> <p>MINUTE: 11955</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. 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; 2. Monitor the State Government consultation process to ensure the views of the several local Indigenous communities are adequately invited; and 3. 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>Progressing</p> <p>Awaiting contact from Department of Regional Development on the consultation process.</p> <p>(June 2015)</p>
6	20/05	11.4	<p>Short Term Staff Housing Budget Priorities – Tom Price & Onslow 2015-2017</p> <p>MINUTE: 11946</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Re-allocates the funds budgeted for in GL 10909080 (likely to be realised at around \$300,000 in the current market) and loan funds of \$1.5m held for the purposes of staff housing from the joint venture with Department of Housing 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 to funding forthcoming alternative proposals for immediate staff housing construction in Onslow; 2. Prioritises the \$2,000,000 provided for construction of new staff housing within the Long Term Financial Plan for the 2015/16 year to Onslow staff housing in the 2015/16 annual budget. 3. Endorses the leasing of RTIO properties as necessary to accommodate the Shire's staff housing needs, until such time that the Shire is able to build up its own housing stocks. 	<p>Progressing</p> <p>Officer working group is has been formed Report to Council regarding purchase/construction options for staff housing in Onslow 2015/16 anticipated for August OCM.</p> <p>(June 2015)</p>

Governance & Executive Services Status Report

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
7	04/15	11.4	Fuel Watch Proposal for Ashburton District MINUTE: 11937	That Council: 1. Lodge with the Department of Consumer Protection – FuelWatch, a formal request to amend Schedule 1 of the Petroleum Products Pricing Regulations to include the Shire of Ashburton within the FuelWatch boundary. 2. Authorises that public consultation be conducted to determine whether there is support from the general public to include the Shire of Ashburton in the FuelWatch boundary, should FuelWatch advise that it has received the necessary support from the fuel retailers within the Shire of Ashburton.	Progressing A follow up email was sent to the Department of Commerce on 10 June 2015 seeking an update on the progress of Councils' request. A response was received advising that the Department had sent letters to the traders and were awaiting responses. The Department also advised that there were no specific timelines for this process but would provide the Shire with updates as things progress. (June 2015)
8	07/14	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	On Hold Awaiting Department of Housing to provide a firm position for the Shire's consideration. Joint Venture proposal "temporarily stalled" due to insufficient demand for service worker accommodation.

Governance & Executive Services Status Report

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				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.	<p>Shire progressing its own housing supply options in the interim (11.4 – 20 May 2015).</p> <p>Next progress on this item is expected to be late in 2016.</p> <p>(May 2015)</p>

Community Development Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status																																
1	06/15	12.1	Application Acceptance of Community Lease/Licence Funding Allocations for Waste Compliance	<p>That Council approve funds being allocated from account 111223 (Donation to Community Groups – Compliance) as outlined in the chart below:</p> <p>1. Individual Club contributions:</p> <table><tr><th>Name of Organisation</th><th>Cash</th><th>In-Kind</th><th>Total</th></tr><tr><td>Tom Price Horse & Pony Club</td><td>\$7,846.39</td><td>\$1,066.44</td><td>\$8,912.83</td></tr><tr><td>Tom Price Sporting Shooters Association</td><td>\$0.00</td><td>\$2,550.00</td><td>\$2,550.00</td></tr><tr><td>Tom Price Camp Draft Association</td><td>\$0.00</td><td>\$10,200.00</td><td>\$10,200.00</td></tr><tr><td>Tom Price Speedway</td><td>\$16,197.32</td><td>\$5,334.00</td><td>\$21,531.32</td></tr><tr><td>Tom Price BMX</td><td>\$750.00</td><td>\$22,034.18</td><td>\$22,784.18</td></tr><tr><td>Tom Price Motorcycle Club</td><td>\$3,908.40</td><td>\$3,650.00</td><td>\$7,558.40</td></tr><tr><td colspan="3">TOTAL</td><td>\$73,536.73</td></tr></table> <p>2. That the Shire arranges removal from the Camp Draft Association area, the “pre-normalisation” waste (estimated to cost \$10,000 – to be charged to budget account 111223 (Donation to Community Groups – Compliance) and further, an amount of \$30,000 be allocated in the 2015/2016 budget account 111223 (Donation to Community Groups – Compliance) specifically for removal of used wooden poles from the Tom Price BMX</p>	Name of Organisation	Cash	In-Kind	Total	Tom Price Horse & Pony Club	\$7,846.39	\$1,066.44	\$8,912.83	Tom Price Sporting Shooters Association	\$0.00	\$2,550.00	\$2,550.00	Tom Price Camp Draft Association	\$0.00	\$10,200.00	\$10,200.00	Tom Price Speedway	\$16,197.32	\$5,334.00	\$21,531.32	Tom Price BMX	\$750.00	\$22,034.18	\$22,784.18	Tom Price Motorcycle Club	\$3,908.40	\$3,650.00	\$7,558.40	TOTAL			\$73,536.73	<p>Completed</p> <p>1: Donations have been paid to the Clubs. Follow up inspections to ensure Clubs have finalised their waste removal will be mid-August 2015. Clubs must send an acquittal within 4 weeks of this date to advise how money was spent.</p> <p>2a: Capital Expenditure Request and phone call has been undertaken with Infrastructure Services. When staff have been finalised for the 2015/16 financial year and the staff have been employed</p>
Name of Organisation	Cash	In-Kind	Total																																		
Tom Price Horse & Pony Club	\$7,846.39	\$1,066.44	\$8,912.83																																		
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Community Development Decision Status Report

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				leased site .	<p>Infrastructure Services will organize the works at Tom Price Camp Draft. Tom Price Waste Facility is aware of the material to be dumped.</p> <p>2b: Scope of Works to request for light poles to be removed from Tom Price BMX will be completed in July and hopefully works will be completed no later than September 2015.</p>
2	03/15	12.1	<p>Application acceptance of round 2 community support grant allocations - March 2015</p> <p>MINUTE: 11925</p>	<p>That Council:</p> <p>2. That the following donations are listed in the 2015/16 draft budget;</p> <ul style="list-style-type: none"> • Onslow Rodeo \$5,000 • Tom Price Campdraft Club \$2,500 • Robe River Rodeo \$20,000 	<p>Ongoing</p> <p>Three grants as listed, to be included in the 2015/16 draft budget.</p> <p>(June 2015)</p>

Community Development Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
3	01/15	12.2	Sport & Recreation Concept Plan for Area W, Tom Price MINUTE: 11902	That Council: 1. Accepts the Sport & Recreation Concept Plan for Area W, Tom Price as per ATTACHMENT 12.2B; and 2. Accepts and approves works to commence on the detailed design utilising Council approved budget allocation of 2014/15 for the project and for appropriate works within the budget allocation to be undertaken.	Progressing Estimated start of project is end of July 2015 (June 2015)
4	12/14	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 2. Require, the Youth Engagement Strategy to be referred back to Council for its consideration.	Progressing Stakeholder consultation and peer literature review underway. (June 2015)
5	01/15	12.1	Community Leased and Licenced Premises - Safety and Compliance MINUTE: 11901	That Council: 1. Secure contractors (to be funded through an allocation within the Shire's mid-year budget review) to accommodate a Compliance/Site Survey of all relevant Lease/License areas; 2. Approves a review of Council Policy REC08 for future Council consideration, to accommodate the proposal for grants to be considered to incentivise Clubs to undertake Lease/License compliance, safety and legislative compliance works to their respective areas of responsibility. Also, endeavour to allocate preliminary grant funds within both the 2014/15 mid-year budget review (to enable Lessee/Licensee compliance works to commence as soon as possible) and the 2015/16 budget (to enable further compliance progress to be made); and	Ongoing Progressing - \$60,000 reserved to secure contractors. Initial inspections undertaken by Officers. Report being prepared for determination of works required. Progressing – \$100,000 available through mid year budget review . Six

Community Development Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				3. Requires that following the receipt of the Compliance Survey, a further report be presented to Council, proposing a comprehensive Implementation Plan.	application for funding of \$78,000 currently received for Council consideration. Additional funding to be included in 2015/16 draft budget for council consideration. Progressing – report anticipated for July/August 2015. (June 2015)
6	01/14	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); 3. Allocates priority to the Tom Price and Paraburdoo Anzacs Parks and authorises the CEO to apply his best endeavors to identify and source external funding opportunities for these projects; and 4. Considers a contribution to the costs of these projects as part of its 2014/15 budget deliberations.	Ongoing Deferred to 2015/16 budget consideration. (June 2015)

Community Development Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
7	12/13	11.3	Spending Priorities For Remaining Monies For Clem Thompson Pavilion And Oval Redevelopment MINUTE: 11722	<p>That Council:</p> <ol style="list-style-type: none"> Approves the following additional items, in priority order, to be undertaken within the budget parameters of the interest received from the Royalties for Regions funding for the Clem Thompson redevelopment: <ul style="list-style-type: none"> k. Ice making machine p. Playground That the playground be undertaken as the final item so all remaining monies, including any savings from other items, can be allocated to the playground. 	<p>Progressing</p> <p>Ice machine has been installed.</p> <p>Playground has a completion date of 10 July 2015.</p> <p>(June 2015)</p>

Corporate Services Decision Status Report

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status																																								
1	06/15	4.2.1	Public Question - David Mansfield (Paraburdoo)	Q1. As a business owner of signage where may I register my business for any shire business and what is the process that may be require?	Completed Addressed by the CEO at Council Meeting 17 June 2015 agenda item 4.2.1 (June 2015)																																								
2	06/15	13.2	Budget Amendment / Variation MINUTE: 11970	<p>That Council approved the required budget variations to the Current Budget for 2014/2015 as outlined below.</p> <table><tr><td colspan="5">1. Community Facilities: Parks</td></tr><tr><td>GL/Job Number</td><td>General Ledger Description</td><td>Current Budget</td><td>Variation Amount</td><td>Revised Budget Figure</td></tr><tr><td>15218</td><td>Paraburdoo Shopping Mall Replace Playground</td><td>\$40,000</td><td>\$15,000</td><td>\$55,000</td></tr><tr><td>15149</td><td>Paraburdoo - Meeka Park - Repair Train</td><td>\$23,000</td><td>(\$15,000)</td><td>\$8,000</td></tr><tr><td colspan="5">Reason: Repairs to the train at Paraburdoo Train Park have been completed at a total cost of \$6,000 with a remaining balance of \$17,000 of the total budget. The leftover funds are requested to be applied to CAPEX project item no.1415.218 – Paraburdoo Shopping Mall Replace Playground. The current expenditure forecast is higher than expected so extra funds are required to complete the project.</td></tr><tr><td colspan="5">2. Infrastructure Services: Drainage</td></tr><tr><td>GL/Job Number</td><td>General Ledger Description</td><td>Current Budget</td><td>Variation Amount</td><td>Revised Budget</td></tr><tr><td>New code</td><td>Drainage Renewal –</td><td>\$0</td><td>\$999,579</td><td>\$999,579</td></tr></table>	1. Community Facilities: Parks					GL/Job Number	General Ledger Description	Current Budget	Variation Amount	Revised Budget Figure	15218	Paraburdoo Shopping Mall Replace Playground	\$40,000	\$15,000	\$55,000	15149	Paraburdoo - Meeka Park - Repair Train	\$23,000	(\$15,000)	\$8,000	Reason: Repairs to the train at Paraburdoo Train Park have been completed at a total cost of \$6,000 with a remaining balance of \$17,000 of the total budget. The leftover funds are requested to be applied to CAPEX project item no.1415.218 – Paraburdoo Shopping Mall Replace Playground. The current expenditure forecast is higher than expected so extra funds are required to complete the project.					2. Infrastructure Services: Drainage					GL/Job Number	General Ledger Description	Current Budget	Variation Amount	Revised Budget	New code	Drainage Renewal –	\$0	\$999,579	\$999,579	Completed (June 2015).
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#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision					Current Status
					Works Paraburdoo				
				New code	CLGF Grant Funding 2012/13	\$0	-\$999,579	-\$999,579	
				Reason: Successful grant application under the Royalties for Regions, Country Local Government Scheme 2012-2013. Funds expected to be received before 30 June 2015.					
				3. Media & Tourism: Onslow Visitor Centre					
				GL/Job Number	General Ledger Description	Current Budget	Variation Amount	Revised Budget	
				130147	Area Promotion General – Consultant Project Costs	\$185,000	(\$40,000)	\$145,000	
				New code	Onslow Visitor Centre & Museum Signage	\$0	\$40,000	\$40,000	
				Reason: When the 2014-15 Budget was adopted, Council approved a \$330,000 allocation towards helping implement actions in the Shire's Tourism Strategy (adopted in 2011). This was placed in operations budget (Area Promotion General – Consultants 11301470). Funding was reduced to \$255,000 in the March Budget Review. One of the priority projects being implemented from the tourism strategy over the past year, has been the upgrading of signage at the Tom Price Visitor Centre, and the subsequent development of a 'tourism sub-brand' for both our 'inland' Karijini and coastal Onslow assests. Another priority has been the upgrading of the interior of the Tom Price Visitor Centre. Council gave approval for a transfer of \$70,000 in May Council Meeting (minute ref: #11948) to be allocated from Consultants budget 130147 for the Tom Price Visitors Centre upgrade. Staff were not considering doing external signage works at the Onslow Visitor Centre/Museum but there is now an opportunity to do this using the remaining budget allocation of \$185,000 in Consultants 130147. The external signage at Onslow Visitor Centre/Museum will be the first application of the coastal themed tourism sub-brand. Council is requested to approve the transfer of the costs for the three external signs at the Onslow Visitor Centre/Museum from the Consultants GL account to a Capital Expenditure.					

Corporate Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
3	06/15	13.3	Proposed 2015/2016 Fees & Charges MINUTE: 11971	<p>That Council:</p> <p>1 Adopt the 2015/2016 Fees & Charges Schedule as per the ATTACHMENT 13.3</p> <p>2 Pursuant to section 53 of the Cemeteries Act 1986 the Council adopts the Fees and Charges for all Cemeteries in the Shire of Ashburton included at page 3 in ATTACHMENT 13.3</p> <p>1.4 Pursuant to section 245A(8) of the Local Government (Miscellaneous Provisions) Act 1960 adopts a swimming pool inspection fees of:</p> <ul style="list-style-type: none"> Initial Inspection \$56.00 Annual Inspection Fees \$40.00 <p>1.5 Pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007, adopt the following charges for the removal and deposit of domestic and commercial waste:</p> <p>1.5.1 Residential Premises (including recycling)</p> <ul style="list-style-type: none"> 240ltr bin per weekly collection \$ 453 pa 240ltr bin per weekly collection \$ 453 pa Additional bin pick up at time of normal collection \$ 453 pa Non Rateable Land \$ 453 pa New Replacement 240ltr bin \$ 153 pa <p>1.5.2 Commercial Premises</p> <ul style="list-style-type: none"> 240ltr bin per weekly collection \$ 800 pa 600ltr Bulk Bin Weekly Collection \$1,200 pa 1.1m3 per weekly collection \$1,700 pa New Replacement 240ltr bin \$ 153 pa New Replacement 1100m3 bin \$ 650 pa 	<p>Completed</p> <p>Advertised on 23 June 2015 to be applied 1 July 15.</p> <p>Staff advised of Council decision and applicable dates.</p> <p>(June 2015)</p>

Corporate Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>1.6 Pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007, and section 6.16 of the Local Government Act 1995 adopt the following charges for the deposit of domestic and commercial waste:</p> <ul style="list-style-type: none"> Domestic (private residents: cars, utilities, trailers only) No Charge Commercial Bulk Waste delivered to landfill site \$ 54.00/m3 Commercial / Industrial Bulk Waste unsorted \$108.00/m3 Car and light vehicle tyres \$ 16.00/tyre Fire Extinguishers (Emptied) \$ 15.00ea Truck tyres \$ 16.00/tyre Earthmover tyres By negotiation Tyres with Rim \$ 55.00ea Gas bottles valve intact \$ 15.00ea Waste oil \$ 2.00/ltr White goods & Scrap Metals \$ 22.00ea 210ltr Drums (empty) \$ 11.00/drum Vehicle batteries \$ 11.00ea Asbestos (Double Wrapped) \$ 160.00/m3 Burial fee \$ 54.00 Oversized items By negotiation Clean fill \$ 10.00/m3 Green waste \$ 00.00 Empty Industrial Bulk Containers (IBC) \$ 150.00ea Special Solid Waste (IBC) \$1200.00ea Waste Oil Containers \$ 30.00ea Deceased Animal \$ 10.00ea Medical Waste \$ 160.00/m3 Car Bodies (All oils (including diff oil), fuels and batteries removed) \$ 54.00/car 	

Corporate Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status																																												
4	05/06	7.1	Proposed Differential Rates 15/16 MINUTE: 25	<p>That Council:</p> <p>1. Advertise its intention, in accordance with section 6.36 of the Local Government Act 1995, to adopt the following rates in the dollar and minimum rates for the differential rating categories specified for the 2015/16 Financial Year:</p> <table><tr><th>Rate Code Description</th><th>Rate in the \$</th><th>General Minimum Payment \$</th><th>Lesser* Minimum Payment \$</th></tr><tr><td>GRV Residential/Community</td><td>0.038868</td><td>\$614.00</td><td>\$460.50</td></tr><tr><td>GRV Commercial/Tourism/Industrial</td><td>0.048585</td><td>\$767.50</td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td>UV Pastoral</td><td>0.052635</td><td>\$614.00</td><td></td></tr><tr><td>UV Industrial/Mining</td><td>0.363343</td><td></td><td></td></tr><tr><td>UV Tourism</td><td>0.160021</td><td>\$614.00</td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td>UV Residential</td><td>0.038868</td><td>\$614.00</td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr></table> <p>2. If no submissions objecting to the proposed Differential Rates are received, authorise applying to the Minister of Local Government and Communities for approval for Council to imposing the Schedule of Rates outlined in point 1 above.</p> <p>3. If submissions are received convene a Special Meeting of Council at Onslow Multi-Purpose Centre, corner of McGrath Rd and Hooley Rd Onslow on</p> <p>8 July 2015</p>	Rate Code Description	Rate in the \$	General Minimum Payment \$	Lesser* Minimum Payment \$	GRV Residential/Community	0.038868	\$614.00	\$460.50	GRV Commercial/Tourism/Industrial	0.048585	\$767.50						UV Pastoral	0.052635	\$614.00		UV Industrial/Mining	0.363343			UV Tourism	0.160021	\$614.00						UV Residential	0.038868	\$614.00										<p>Ongoing</p> <p>Advertised 9 June 2015, submissions close 4pm 30 June 2015.</p> <p>Submissions received.</p> <p>A Special Meeting will be held 8 July 2015.</p> <p>(June 2015)</p>
Rate Code Description	Rate in the \$	General Minimum Payment \$	Lesser* Minimum Payment \$																																														
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Corporate Services Decision Status Report

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				<p>commencing at 7.00 pm for the purpose of determining the 2015/16 Annual Budget and its components; and</p> <p>4. Approve the use of instantaneous communications for the Special Meeting in the following locations:</p> <table><tr><th>Location</th><th>Councillors</th></tr><tr><td>Onslow Multi-Purpose Centre, corner of McGrath Rd and Hooley Rd Onslow</td><td>Cr K White</td></tr><tr><td>Tom Price Council Chambers, Central Rd, Tom Price</td><td>Cr C Fernandez Cr P Foster Cr A Bloem Cr L Thomas</td></tr><tr><td>Ashburton Hall, Ashburton Ave, Paraburdoo</td><td>Cr L Rumble Cr D Dias</td></tr><tr><td>Pannawonica Library, Pannawonica Drive, Pannawonica</td><td>Cr D Wright</td></tr></table>	Location	Councillors	Onslow Multi-Purpose Centre, corner of McGrath Rd and Hooley Rd Onslow	Cr K White	Tom Price Council Chambers, Central Rd, Tom Price	Cr C Fernandez Cr P Foster Cr A Bloem Cr L Thomas	Ashburton Hall, Ashburton Ave, Paraburdoo	Cr L Rumble Cr D Dias	Pannawonica Library, Pannawonica Drive, Pannawonica	Cr D Wright	
Location	Councillors														
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Ashburton Hall, Ashburton Ave, Paraburdoo	Cr L Rumble Cr D Dias														
Pannawonica Library, Pannawonica Drive, Pannawonica	Cr D Wright														
				<p>5. Acknowledge that the recently adopted Shire of Ashburton Long Term Financial Plan will as part of its next review, require a proportionately valued amount of services/projects/costs to be deferred.</p>											

Corporate Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
5	04/15	13.4	<p>Award of Tender RFT 31/14 – Design and Construction Onslow Shire Complex</p> <p>MINUTE: 11940</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Awards RFT 31/14 “D&C Onslow Shire Complex” to Woollam Constructions for a contract value of \$6,698,999 (excl GST) in accordance with the Alternative Tender submitted for the Design and Construction of the Onslow Shire Complex; 2. Authorises the Chief Executive Officer to execute contracts with Woollam Constructions in order for the contractor to proceed with the detailed design, planning approval, building licence and construction of the Onslow Shire Complex; 3. Authorises the Chief Executive Officer to deal with any variations to the Tender to a maximum of 10% of the contract value, providing an appropriate budget variation is identified for any increases to the overall budget for the project. 	<p>Ongoing</p> <p>Planning Application being processed – advertising started 29 June 2015 for a 2 week period.</p> <p>Amalgamation of Lots 352 and 353 underway with DOLA.</p> <p>Subject to no planning objections and expedited progress of amalgamation, construction is scheduled to commence 3 August 2015.</p> <p>(June 2015)</p>

Corporate Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
6	03/15	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 Awaiting response from the Shire's application to the Minister for Lands. (June 2015)
7	03/15	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 Workshop has occurred. Feedback received from 3 Councillors. These have been forwarded to the Consultant. A further workshop with Councillors is planned for September 2015. (June 2015)

Corporate Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
8	06/13	11.4	Financial Management Audit MINUTE: 11545	<p>That Council:</p> <ol style="list-style-type: none"> 1. Receives the Financial Management Review as per Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996; 2. Directs the Chief Executive Officer to take action on the recommendations contained in the report. 	<p>Ongoing</p> <p>A/CEO has directed Finance Manager to address issues raised in the Financial Management Review and report back to him. 95% of issues now addressed.</p> <p>Remaining issue relates to Business Continuity in order to proceed funding will be required in the 2015/16 Budget</p> <p>The IT Department and Administration Manager are currently reviewing the Business Continuity Plan.</p> <p>(June 2015)</p>

Corporate Services Decision Status Report

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
9	12/09	12.12.76	Realignment of Hillside Pastoral Station Boundary Border	That Council defer consideration of the agenda item until the February 2010 meeting of Council, the reason being subsequent to the preparation of the agenda item the Shire received two more proposals from the Local Government Advisory Board to amend the Shire's boundary with the Shire of East Pilbara. It was considered appropriate to consider the proposals collectively.	<p>Ongoing</p> <p>Dept of Lands advise they cannot confirm the origins or reason for the original request (Nov 2009).</p> <p>With the expiry/renewal processes of all Pastoral Leases occurring shortly they will not be processing this matter until after July 2015.</p> <p>(June 2015)</p>

Development and Regulatory Services Status Report

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
1	08/14	14.1	Unauthorised Accommodation in Industrial Areas within the Shire of Ashburton MINUTE: 11844	<p>That Council:</p> <ol style="list-style-type: none"> 1. Consent to conduct a review of the illegal accommodation in industrial areas, and in light of the Shire's limited resources, conduct the review on to Tom Price and finishing with Onslow; 2. Send letters to all light industrial land owners throughout the Shire as well as hand delivering a similar letter to each lot to ensure Lessee awareness. The letter is to outline the Shire's intentions and give clear advice as to what is acceptable for caretaker's accommodation, including how to apply for Planning and Building approvals. The letter will also clearly outline the plan to have an amnesty period and set out a proposed audit plan for every LIA lot in the Shire to be conducted by the regulatory services team; 3. Give an amnesty period; <ol style="list-style-type: none"> a. for Tom Price and Onslow, six months from the date of notification to enable owners/occupiers to approach the Shire without fear of prosecution to help them comply with their obligations under the Planning Act 2005; b. for Paraburdoo industrial area, 31 March 2015, to enable owners/occupiers to approach the Shire without fear of prosecution to help them comply with their obligations under the Planning Act 2005; 4. During the amnesty period run a media campaign to ensure stakeholders are aware of the specific dates of the amnesty period and the proposed audits, including where possible, involving other Pilbara local governments to gain maximum exposure to the issue at hand; 5. Approach RTIO to determine if any solution can be found for the shortage of available accommodation and residential land 	<p>Ongoing</p> <p>Paraburdoo inspection complete. See item below.</p> <p>Tom Price letters sent out 23/1/15 with the amnesty period set to expire on 31/7/15.</p> <p>Onslow letters due to be sent out in June with amnesty period expiring 6 months thereafter.</p>

Development and Regulatory Services Status Report

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>in Paraburdoo and Tom Price;</p> <p>6. Conduct thorough audits of every LIA in the Shire, ensuring investigations are carried out in a manner that will enable successful prosecutions if required; and</p> <p>7. Send "Show Cause Letters" to the owners and lessees of any lots that continue to provide unauthorised accommodation at the close of the amnesty period and if no legitimate legal reason is provided within 14 days of the "Show Cause" notification, initiate legal action.</p>	
2	12/12	13.1	<p>Paraburdoo Light Industrial Area Accommodation</p> <p>MINUTE: 11377</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Note the outcomes of the inspection carried out on 20 November 2012 by Shire Staff as provided for in ATTACHMENT 13.1. 2. Request the Acting Chief Executive Officer to: <ol style="list-style-type: none"> i. Write to those land owners (including State Lands) that the inspection referred to in 1. above revealed had unauthorised accommodation on their land and advising that the accommodation be either removed or modified such that it is not available for accommodation purposes (within three (3) months and advising potential penalties for not complying); ii. Undertake a further inspection to address compliance; iii. Provide a further report to Council with respect initiating legal action against those owners that have not sought to achieve compliance. iv. Write to Rio Tinto and the Minister for Lands to determine whether land can be made available for operators at the Paraburdoo light industrial area for accommodation. 	<p>Ongoing</p> <p>Lots were inspected on the 31/03/15 (20 lots in total). Only two lots were found to have outstanding accommodation issues where the owners have not made any effort to comply. 'Show Cause' notices have been sent to these properties.</p>

Development and Regulatory Services Status Report

#	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
3	12/13	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; • anyother matter relevant to the Council and the Department of Environment Regulation that would enable the withdrawal of Memorial M400302. 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>Ongoing</p> <p>Manager Environmental Health and Ranger Services has drafted a report and sent a request to the DER seeking consideration of a reclassification from 'Contaminated' to 'Remediated for restricted use'.</p> <p>Tim to chase response from DER when he is back from annual leave in July so that advice can be passed onto the rodeo.</p>

Development and Regulatory Services Status Report – Planning Services

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
1	06/15	15.1	<p>Proposed Crown Land Actions required to Rationalise Remnant Land Parcels following dedication of Onslow Ring Road</p> <p>MINUTE: 11961</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Advertise the proposed permanent closure of: <ol style="list-style-type: none"> a. Macedon Road south of the intersection with the proposed Onslow Ring Road; and b. Simpson Street south of the intersection with Back Beach Road in accordance with section 58 of the Land Administration Act 1997 (LAA); and 2. If no objections are received regarding the proposed road closures, request the Minister for Lands to permanently close Macedon Road south of the intersection with the Ring Road, and Simpson Street south of the intersection with Back Beach Road as depicted on Main Roads Land Dealing Plans 1460-161, 1460-162, and 1460-163 dated December 2014. 3. Request the Minister for Lands to: <ol style="list-style-type: none"> a. Excise land from the following Reserves for dedication as public road in accordance with Plans 1460-161 and 1460-162: <ol style="list-style-type: none"> i. Reserve 19291 ii. Reserve 38264 iii. Reserve 38336 b. Amend Reserve 19291 by: <ol style="list-style-type: none"> i. Excising that portion of Reserve 19291 labelled 	<p>Progressing</p> <p>Request submitted to Department of Lands</p> <p>(June 2015)</p>

Development and Regulatory Services Status Report – Planning Services

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>'9' on plan 1460-161 and amalgamating it with the abutting closed portion of Macedon Road into Reserve 39070 ; and</p> <p>ii. Excising that portion of Reserve 19291 labelled '9' on plan 1460-162 and amalgamating it with the abutting closed portion of Macedon Road into Reserve 38336;</p> <p>iii. Including that portion of Lot 9001 labelled 10 and that portion of Lot 350 labelled 11 on plan 1460-162 into Reserve 19291</p> <p>c. Amend Reserve 38337 by including that portion of the abutting closed Macedon Road and portion of Reserve 47957 labelled 8 on plan 1460-161 in the Reserve;</p> <p>i. if easements are required to be registered in favour of the Water Corporation over its water and sewer mains that are located within that portion of Reserve 47957 to be amalgamated into Reserve 38337, Council provides its consent to the registration of the easements, subject to the Shire of Ashburton not being liable for any of the costs associated with the easements.</p> <p>d. Amend Reserve 39070 by including that portion of abutting closed Macedon Road and portion of Reserve 19291 labelled '9' on plan 1460-161 in the Reserve; and</p>	

Development and Regulatory Services Status Report – Planning Services

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>e. Amend Reserve 38336 by including that portion of abutting closed Macedon Road and portion of Reserve 19291 labelled '9' on plan 1460-162 in the Reserve, and excise that portion of Reserve 38336 located between the proposed road corridor and Lot 9001 on DP 403451;</p> <p>4. Determines that: Should any portion of the road depicted on plans 1460-161, 1460-162, and 1460-163 require dedication pursuant to section 56 of the LAA, Council hereby:</p> <p>a. requests the Minister for Lands to dedicate those portions of the road pursuant to section 56 of the LAA;</p> <p>b. resolves to dedicate those portions of the road in accordance with section 56 of the LAA; and</p> <p>c. indemnifies the Minister for Lands against any costs or claims that may arise as a result of the dedication in accordance with section 56(4) of the LAA.</p>	
2	05/15	14.1	<p>Proposed Excision of Portion of Reserve 42090 to allow for relocation of Onslow Police Station</p> <p>MINUTE: 11950</p>	<p>That Council support WAPOL's Request and:</p> <p>1. Request the Minister for Lands to excise that portion of Lot 970 on Deposited Plan 220088 from Reserve 42090 generally as described in the Plan shown as ATTACHMENT 1 to this report; and</p> <p>2. Recommend to the Western Australian Police that a request to amend the Shire of Ashburton Town Planning Scheme No. 7 to reserve the land appropriate to the intended purpose should be prepared and submitted prior to commencing development.</p>	<p>Progressing</p> <p>Request submitted to DoL (May 2015)</p>

Development and Regulatory Services Status Report – Planning Services

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
3	04/15	14.3	<p>Final Adoption of Amendment 29 to Rezone Portion of Lot 500 on Deposited Plan 401881 (Reserve 19291) being the site for The Onslow Waste Transfer Station From 'Rural' to 'Public Purposes - Waste Disposal and Treatment'</p> <p>MINUTE: 11934</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Endorses the Schedule of Submissions prepared in response to the consultation for Amendment 29; and 2. Pursuant to Part V of the Planning and Development Act 2005 and having considered the submissions lodged during the adverting period, adopts for final approval Amendment 29 to the Shire of Ashburton Local Planning Scheme No. 7 for the purpose of: <ol style="list-style-type: none"> a. Rezoning portion of Lot 500 on Deposited Plan 401881 from 'Rural' to 'Public Purposes – Waste Disposal and Treatment' as shown on the Amendment Map; and b. Amending the Scheme Map Accordingly; 3. Authorise the Shire President and the Chief Executive Officer to execute and affix the common seal of the Shire of Ashburton to the relevant documentation; and 4. Refers Amendment No. 29 to the Western Australian Planning Commission with a request for the approval of the Hon. Minister for Planning. 	<p>Progressing</p> <p>Amendment documents submitted for Minister's approval (May 2015)</p>
4	02/15	14.1	<p>Proposed amendment to the Shire of Ashburton Town Planning Scheme NO. 7 to re-zone lot 111 Tom Price – Paraburdoo road, Tom Price 'Rural' to 'Special Use'</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. In pursuance of Section 75 of the Planning and Development Act 2005 ("Act"), initiate Scheme Amendment No. 28 to the Shire of Ashburton Local Planning Scheme No. 7 ("Scheme") by: 	<p>Progressing</p> <p>Report for final adoption of amendment to August Ordinary Meeting</p>

Development and Regulatory Services Status Report – Planning Services

Development and Regulatory Services Status Report - Planning Services

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status								
				<div><div>a) Rezoning Lot 111 Tom Price – Paraburdoo Road from ‘Rural’ to “Special Use’ zone;</div><div>b) Inserting the following provisions into Appendix 3 to the Scheme:</div><table><tr><th>N o.</th><th>Description of Land</th><th>Special Use</th><th>Conditions</th></tr><tr><td>3</td><td>Lot 111 Tom Price – Paraburdoo Road, Tom Price</td><td>Bakery Commercial Laundry Exhibition, display and outdoor sales facility (nursery) Holiday Accommodation Industry – extractive (bottled water) Reception Centre (amphitheater) Restaurant Storage facility/depot/laydown area Training Centre Transient Workforce Accommodation Visitor Centre Warehouse (food and beverage distribution) Workshop (housing maintenance and construction)</td><td>The use of the land shall generally be in accordance with a Local Government approved masterplan that addresses but not be limited to land use, urban design, carparking, landscaping and integration within the site</td></tr></table></div> <div>c) Amending the Scheme Maps accordingly; and</div>	N o.	Description of Land	Special Use	Conditions	3	Lot 111 Tom Price – Paraburdoo Road, Tom Price	Bakery Commercial Laundry Exhibition, display and outdoor sales facility (nursery) Holiday Accommodation Industry – extractive (bottled water) Reception Centre (amphitheater) Restaurant Storage facility/depot/laydown area Training Centre Transient Workforce Accommodation Visitor Centre Warehouse (food and beverage distribution) Workshop (housing maintenance and construction)	The use of the land shall generally be in accordance with a Local Government approved masterplan that addresses but not be limited to land use, urban design, carparking, landscaping and integration within the site	(June 2015)
N o.	Description of Land	Special Use	Conditions										
3	Lot 111 Tom Price – Paraburdoo Road, Tom Price	Bakery Commercial Laundry Exhibition, display and outdoor sales facility (nursery) Holiday Accommodation Industry – extractive (bottled water) Reception Centre (amphitheater) Restaurant Storage facility/depot/laydown area Training Centre Transient Workforce Accommodation Visitor Centre Warehouse (food and beverage distribution) Workshop (housing maintenance and construction)	The use of the land shall generally be in accordance with a Local Government approved masterplan that addresses but not be limited to land use, urban design, carparking, landscaping and integration within the site										

Development and Regulatory Services Status Report – Planning Services

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				2. Advise the proponent accordingly and request the preparation of sufficient documentation to support the submission of Amendment 28 to the Environmental Protection Authority for assessment and subsequent public advertising.	
5	02/15	14.2	Proposed change of purpose for reserve 42467 from 'Recreation – Model Aircraft' to "Cultural Purposes' to allow for the use of the land for Aboriginal Arts and Cultural Tours	That Council: 1. Request the Minister for Lands to; 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 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.	Progressing Ongoing liason with Minister for Lands regarding request to modify reserve. (June 2015)
6	02/15	14.3	Proposed request to the Minister for Lands to Reissue Management orders for reserves 39857, 40194 and 42328 to give the shire power to lease	That Council: 1. Advise the Minister for Lands of the existing and proposed leases issued by the Shire for Reserves 39857, 40194, 42327 and 42328; and 2. Request the Minister for Lands to issue new Management Orders that include power to lease for Reserves 39857, 40194, 42327 and 42328	Progressing Shire liaising with Department of Lands regarding details of request. (June 2015)
7	01/15	14.2	Request to Close Portions of Gazetted Roads 258, 8399 and 8400 Required for the	That Council: 3. In accordance with Section 58 of the Land Administration Act 1997 publish the public notice of intention to close the	Ongoing Advertising complete – no objections

Development and Regulatory Services Status Report – Planning Services

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
			Initial Stages of Landcorp's General Industrial Area at ANSIA MINUTE: 11900	<p>following roads listed below, for a period of 35 days in a newspaper circulating in its district:</p> <ul style="list-style-type: none"> c) Road 8399 – Closed from Onslow Road through the intersection with Old Onslow Road; d) Road 8400 – Closed from the intersection with Road 258 (to the west of the Macedon Plant site) through to Twitchin Road intersection; and e) Road 258 – Closed from the intersection with Road 8400 through to the intersection with Old Onslow Road. <p>in accordance with the attached plans; and</p> <p>4. That upon completion of advertising, should no objections be received, that Council authorise the CEO to request the Minister for Lands to permanently close those sections of Roads 8399, 8400, and 258.</p>	received; formal request submitted to Minister for Lands (May 2015)
8	11/14	14.4	Final Adoption of Scheme Amendment 26 to Rezone the Shire of Ashburton Town Planning Scheme No 7 to Establish the Onslow Waste Water Treatment Plant Odour Buffer Special Control Area MINUTE: 11874	<p>That Council:</p> <ul style="list-style-type: none"> 1. Endorses the Schedule of Submissions prepared in response to the consultation for Amendment 26; and 2. Pursuant to Part V of the Planning and Development Act 2005 and having considered the submissions lodged during the adverting period, adopts for final approval Amendment 26 to the Shire of Ashburton Local Planning Scheme No. 7 for the purpose of: <ul style="list-style-type: none"> i. Inserting new sub-section 7.10 to read as follows: 	Ongoing Amendment being assessed by Department of Planning (May 2015)

Development and Regulatory Services Status Report – Planning Services

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>7.10 Waste Water Treatment Plant Odour Buffer Special Control Area</p> <p>7.10.1 The purpose of identifying the Waste Water Treatment Plant Odour Buffer is to avoid incompatible or odour-sensitive land use or development being established within the odour buffer, and to protect the long term operation of the plant which provides an essential service to the community through the treatment, re-use and safe disposal of the town's waste water.</p> <p>7.10.2 Despite the land use permissibility indicated in the Scheme Zoning Table or any provisions elsewhere in the Scheme, Planning Approval is required for any proposed use or development within the Waste Water Treatment Plant Buffer Special Control Area as depicted on the Scheme Map.</p> <p>7.10.3 The Waste Water Treatment Plant and its associated infrastructure may create odour and/or noise nuisance to surrounding land uses. Therefore, when determining applications for planning approval for development or land use within the Special Control Area, the Council shall:</p> <p>a) Consider the compatibility of the use or development with wastewater treatment plant infrastructure having regard to potential odour and noise emissions from the waste water treatment plant;</p> <p>b) Consider whether the use or development would have a detrimental impact on the long term operation of the waste water treatment plant;</p>	

Development and Regulatory Services Status Report – Planning Services

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<ul style="list-style-type: none"> c) Obtain and have regard to the advice and recommendations of the Water Corporation and the Department of Environment Regulation and any relevant policies of the Department of Environment Regulation and the Western Australian Planning Commission, including State Planning Policy 4.1 (State Industrial Buffer Policy); d) Impose conditions as appropriate on any planning approval to attenuate odour and noise impacts; and e) Not approve any application for land use or development within the buffer that would suffer unacceptable impacts from odour or noise emissions, or which by its nature may adversely impact on the continued operation of the waste water treatment plant." ii) Inserting new reference of Waste Water Treatment Plant Odour Buffer Special Control Area in the Scheme Map Legend (under 'Other') and defined by a dark blue dotted line iii) Modify the Scheme Map to insert the Waste Water Treatment Plant Odour Buffer Special Control Area for the Onslow Waste Water Treatment Plant as provided in the Shire Administration Report; iv) Reserve the Onslow Waste Water Treatment Plant on Reserve 47957 under the Scheme from "Conservation, Recreation and Natural Landscapes" reserve to a reserve for "Public Purposes – WD (Water and Drainage) & WDT (Waste Disposal and Treatment)." 	

Development and Regulatory Services Status Report – Planning Services

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				v) Amend the Scheme Map accordingly. 3. Authorise the Shire President and the Chief Executive Officer to execute the relevant documentation and affix the common seal of the Shire of Ashburton on documentation; and 4. Refers Amendment No. 26 to the Western Australian Planning Commission with a request for the approval of the Hon. Minister for Planning.	
9	11/14	18.1	Proposed Amendment to the Shire of Ashburton Town Planning Scheme No. 7 to Reserve Portion of Lot 500 on Deposited Plan 401881 from 'Rural' to 'Public Purposes - Waste Disposal and Treatment' MINUTE: 11885	RESOLVED that the Council, in pursuance of Section 75 of the <i>Planning and Development Act 2005 (as amended)</i> , initiate Scheme Amendment 29 to the <i>Shire of Ashburton Town Planning Scheme No. 7</i> by: 1. Rezoning portion of Lot 500 on Deposited Plan 401881 from 'Rural' to 'Public Purposes – Waste Disposal and Treatment' as shown on the Amendment Map; and 2. Amending the Scheme Map Accordingly.	Progressing Amendment documents submitted to Minister for Planning for approval (May 2015)
10	10/14	14.2	Proposed Scheme Amendment to Rezone Part Lot 271 and Part Lot 277 Killawarra Drive, Tom Price from 'Parks, Recreation and Drainage' to 'Residential R20'	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: 1. Rezoning the following land parcels from 'Parks, Recreation and Drainage' reserve to 'Residential R20' as depicted on the amendment map:	Ongoing - Shire liaising with Rio to resolve issues identified during advertising – underground services); - Report to Council

Development and Regulatory Services Status Report – Planning Services

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
			MINUTE: 11867	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.	for final adoption of amendment when servicing issues resolved. (June 2015)
11	07/14	14.4	Re-consideration of Adoption of Amendment 15 to the Town Planning Scheme (TPS) 7 – Proposed Mixed Business Zone MINUTE: 11828	The officer recommendation be adopted and that Council: 1. Revoke Point 3.2 of the resolution of Agenda Item 14.2 (minute 11776) at the 16 April 2014 Ordinary Meeting of Council which requires preparation of a revised 'Development Plan' based on the Western Australian Planning Commission's 'Structure Plan Preparation Guidelines'. 2. Initiate the preparation of a draft Local Planning Policy addressing Industrial and Mixed Business Development Design Guidelines to investigate and address the Shire's expectations regarding development on Industrial and Mixed Business zoned lots throughout the Municipality.	Ongoing Documents submitted to WAPC for final approval. Principal Planner to draft LPP. On gazettal of amendment (May 2015)
12	04/14	14.2	Consideration of adoption of Amendment 15 to town planning scheme (TPS) 7 - Proposed mixed business zone	That Council: 1. Resolves pursuant to Town Planning Regulations 17, 18 and 25: 1.1. to receive the 97 submissions in relation to Amendment No.15 to the Shire of Ashburton Town	Ongoing See item above. Documents submitted to WAPC for final approval.

Development and Regulatory Services Status Report – Planning Services

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
			MINUTE: 11776	<p>planning Scheme No. 7, as summarised at ATTACHMENT 14.2F; and</p> <p>1.2. that Amendment No 15 to the Shire of Ashburton Town Planning Scheme No.7, be adopted for final approval with the following modifications:</p> <p>i. Deletion of the lot and road layout depicted on the proposed rezoning scheme map, at ATTACHMENT 14.2H;</p> <p>ii. Deletion of part 2 of the amendment initiation resolution which seeks to modify the Zoning Table in TPS 7 by designating an 'aerodrome' as a 'D' use class in the 'Mixed Business' zone.</p> <p>2. Authorises the Shire President and the Chief Executive Officer to execute and affix the Shire of Ashburton common seal to Amendment No. 15 to the Shire of Ashburton Town Planning Scheme No.7 Amendment documents reflecting the Council's endorsement of final approval;</p> <p>3. Authorises the Chief Executive Officer and/ or the Shire's Officer's to prepare and amend;</p> <p>3.1 the proposed rezoning scheme map of Amendment No 15 to the Shire of Ashburton Town Planning Scheme No.7 as at ATTACHMENT 14.2H to be consistent with current mapping standards of the</p>	(May 2015)

Development and Regulatory Services Status Report – Planning Services

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>Shire and Western Australian Planning Commission, including the deletion of the lot and road layout depicted on the proposed rezoning map;</p> <p>3.2 revise the Development Plan as at ATTACHMENT 14.2C to be consistent with the requirements of the Western Australian Planning Commission's Structure Plan Preparation Guidelines and report back to Council accordingly for further consideration;</p> <p>4. Forwards the relevant executed documents to the Western Australian Planning Commission and Requests the Honourable Minister for Planning and the Western Australian Planning Commission to adopt for final approval and gazettal, Amendment No.15 to the Shire of Ashburton Town Planning Scheme No.7; and</p> <p>5. Advises those who made submissions of the Council decision.</p>	
13	12/13	14.5	<p>Draft Landcorp Onslow Expansion Development Plan And Draft Amendments No. 21 And 22 To Planning Scheme No. 7 For Final Approval</p> <p>MINUTE:11711</p>	<p>That Council:</p> <p>(A) ONSLOW EXPANSION DEVELOPMENT PLAN</p> <p>1. Adopts the 'Schedule of Submissions ATTACHMENTS 14.5D & 14.5E prepared in response to the advertising of the draft Onslow Expansion Development Plan.</p> <p>2. Adopts the draft Onslow Expansion Development Plan for</p>	<p>Ongoing</p> <p>Liaising with Department of Planning regarding required modifications to Amendment – Meeting with</p>

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>final approval pursuant to the requirements of Clause 6.4, Appendix 7 and Appendix 11 of the Scheme subject to the draft Onslow Expansion Development Plan being modified in accordance with 'Schedule of Submissions ATTACHMENTS 14.5D & 14.5E.</p> <p>3. Authorise the Shire President and the Chief Executive Officer to execute the relevant documentation and affix the common seal of the Shire of Ashburton on documentation.</p> <p>4. Refer the adopted draft Onslow Expansion Development Plan to the Western Australian Planning Commission with a request for endorsement as a framework for the future land use and development of the land subject of draft Amendment No. 21 and Amendment No 22.</p> <p>(B) LOCAL PLANNING SCHEME AMENDMENT NO. 21</p> <p>1. Endorses the Schedule of Submissions ATTACHMENT 14.5D prepared in response to the community consultation undertaken in relation to Amendment No. 21.</p> <p>2. Pursuant to Part V of the Planning and Development Act 2005 ("Act"), and having considered the submissions lodged during the advertising period, adopt for final approval draft Amendment No. 21 to the Shire of Ashburton Local Planning Scheme No. 7 ("Scheme") by rezoning of land as follows:</p> <p>a) Rezoning:</p>	<p>Department of Planning July 2015</p> <p>(June 2015)</p>

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<ul style="list-style-type: none"> i. Lot 301 (Conservation, Recreation & Nature Landscape reserve - portion only); ii. Lot 41 (Conservation, Recreation & Nature Landscape reserve - portion only); iii. Lot 303 (Conservation, Recreation & Nature Landscape reserve - portion only); iv. Lot 571 (Conservation, Recreation & Nature Landscape reserve - portion only); v. Lot 448 (Conservation, Recreation & Nature Landscape reserve); vi. Eagles Nest Road Reserve (Road Reserve); vii. UCL 214441 (Rural Living zone); viii. Lot 76 (Rural Living zone); ix. Lot 77 (Rural Living zone); x. Lot 78 (Rural Living zone); xi. Lot 75 (Rural Living zone); xii. Lot 74 (Rural Living zone); xiii. Lot 73 (Rural Living zone); xiv. Lot 129 (Public Purposes – Waste Disposal and Treatment reserve); xv. Lot 80 (Rural Living zone); xvi. Lot 72 (Public Purposes – Water and Drainage reserve); xvii. Lot 71 (Rural Living zone); xviii. Lot 70 (Rural Living zone); xix. Lot 69 (Rural Living zone); xx. Reserve 219198 (Public Purposes – Waste Disposal and Treatment reserve - portion only); and xxi. Lot 302 (Public Purposes – Waste Disposal and Treatment reserve - portion only) 	

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>to 'Urban Development zone.</p> <p>b) Amending the Scheme Maps accordingly.</p> <p>3. Authorise the Shire President and the Chief Executive Officer to execute the relevant documentation and affix the common seal of the Shire of Ashburton on documentation.</p> <p>4. That the Council refer Amendment No. 21 to the Scheme, so adopted for final approval, to the Western Australian Planning Commission with a request for the approval of the Hon. Minister for Planning.</p> <p>5. That, where notification is received from the Western Australian Planning Commission that a modification of the Amendment is required prior to approval of the Amendment by the Minister, this modification is to be undertaken in accordance with the requirements of the Town Planning Regulations 1967, unless the modification affects the intent of the Amendment, in which case it shall be referred to the Council for consideration.</p> <p>(C) LOCAL PLANNING SCHEME AMENDMENT NO. 22</p> <p>1. Endorses the Schedule of Submissions ATTACHMENT 14.5E prepared in response to the community consultation undertaken in relation to Amendment No. 22.</p> <p>2. Pursuant to Part V of the Planning and Development Act 2005 ("Act"), and having considered the submissions lodged during the advertising period, adopt for final</p>	

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>approval draft Amendment No. 22 to the Shire of Ashburton Local Planning Scheme No. 7 ("Scheme") by:</p> <p>a) Inserting new Clause 6.6.4 of the Scheme to read as follows:</p> <p>"6.6.4 Notwithstanding any other provision of the Scheme, where a development plan is prepared and approved in accordance with this Scheme over land zoned 'Residential' or Urban Development' and where it provides density coding in accordance with the Residential Design Codes, servicing, development and subdivision will be in accordance with the R Code density of the development plan."</p> <p>b) Amending Clause 6.8 of the Scheme to read as follows:</p> <p>"6.8 Urban Development Zone</p> <p>6.8.1 Before considering any proposal for subdivision or the residential development of land within the Urban Development Zone (not including a single dwelling), the Local Government will require the preparation of a Development Plan for the entire development area or any part or parts as is considered appropriate by Local Government and which will define the relevant R Coding for individual precincts.</p> <p>6.8.2 Before considering any proposal for development of land (other than residential)</p>	

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>within the Urban Development Zone, the Local Government may require the preparation of a development plan for the entire development area or any part or parts as is considered appropriate by Local Government.</p> <p>6.8.3 Applications for development for land zoned Urban Development and which could be potentially contaminated through previous land uses shall not be determined by the Local Government unless issues relating to possible soil and groundwater contamination are first resolved to the satisfaction of the Department of Environmental Protection.</p> <p>6.8.4 In considering any proposal for subdivision or development of land within the Urban Development Zone, the Local Government shall have regard to any existing or proposed extractive industry operations within the zone, and may require or recommend to the WAPC staging of development or subdivision to minimise land use conflict during the life of the extractive industry operation.”</p> <p>c) Amending the Scheme Maps by removing reference to the Residential Design Codes density to the Urban Development zone.</p> <p>d) Inserting new Clause 6.4.12 into the Scheme to read as follows:</p>	

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#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>"6.4.12 The following Development Plans have been adopted under the Scheme by the local government and Western Australian Planning Commission:</p> <p>6.4.12.1 Onslow Townsite Expansion Development Plan, as contained within Appendix 12 of the Scheme."</p> <p>e) Insert new Appendix 12 into the Scheme to read as follows:</p> <p>"Appendix 12 Development Plans adopted under the Scheme by the local government and Western Australian Planning Commission."</p> <p>3. Authorise the Shire President and the Chief Executive Officer to execute the relevant documentation and affix the common seal of the Shire of Ashburton on documentation.</p> <p>4. That the Council refer Amendment No. 22 to the Scheme, so adopted for final approval, to the Western Australian Planning Commission with a request for the approval of the Hon. Minister for Planning.</p> <p>5. That, where notification is received from the Western Australian Planning Commission that a modification of the Amendment is required prior to approval of the Amendment by the Minister, this modification is to be undertaken in accordance with the requirements of the Town Planning Regulations 1967, unless the modification</p>	

Development and Regulatory Services Status Report – Planning Services

#	Council Meeting (mm/yy)	Agenda Ref.	Report Title	Council Decision	Current Status
				affects the intent of the Amendment, in which case it shall be referred to the Council for consideration.	

Active Scheme Amendments - Status

Amendment No.	Site or Issue	Initiation Date of Amendment by Council	Proposal	Current status
15	Rezone certain portions of Lot 16 on Deposited Plan 161140, Onslow Road, Onslow (Onslow Airport) to 'Mixed Business' Zone. (Stage 1)	16 March 2011	Rezone certain portions of Lot 16 on Deposited Plan 161140, Onslow Road, Onslow (Onslow Airport) from Public Purposes 'Airport' Reserve to 'Mixed Business' Zone. (Stage 1)	Documents endorsed and referred to the DoP for consideration. (May 2015)
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)	Amendment on hold. (May 2015)
21	Draft Amendment 21 comprises parcels of land including land referred to a 'horse lots' fronting on to Onslow Road.	14 December 2012	Parcels of land including land referred to a 'horse lots' fronting on to Onslow Road. The Amendment seeks to have land zoned 'Urban Development' without a prescribed density coding, for the intended use as	Documents endorsed and submitted to WAPC for final approval – discussing proposed modifications to Amendment with DoP with memo to Council June

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Amendment No.	Site or Issue	Initiation Date of Amendment by Council	Proposal	Current status
	The Amendment seeks to have land zoned 'Urban Development' without a prescribed density coding, for the intended use as future urban development. The density of subdivision and development is reflected in draft Development Plan.		future urban development. The density of subdivision and development is reflected in the draft Development Plan	2015 (May 2015)
22	<p>Draft Amendment 22 comprises lots and parcels currently zoned „Urban Development“ within the current Onslow Townsite.</p> <p>The Amendment seeks to remove the prescribed density coding and have it reflected in the draft Development Plan.</p> <p>Modifications to the Scheme are considered necessary to ensure that the density provisions of a development plan can be implemented.</p>	14 December 2012	<p>Comprises lots and parcels currently zoned 'Urban Development' within the current Onslow Townsite. The Amendment seeks to remove the prescribed density coding and have it reflected in the draft Development Plan. Modifications to the Scheme are considered necessary to ensure that the density provisions of a development plan can be implemented.</p> <p>The draft Amendment addresses potential noise impacts from Onslow Salt on subdivisions and development in the form of a new 'Special Control Area Provision'.</p>	<p>As above.</p> <p>(May 2015)</p>

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Amendment No.	Site or Issue	Initiation Date of Amendment by Council	Proposal	Current status
	The draft Amendment addresses potential noise impacts from Onslow Salt on subdivisions and development in the form of a new 'Special Control Area' provision.			
23	New Provision in the Shire of Ashburton Local Planning Scheme No. 7 – Clause Height of Buildings in the 'Commercial and Civic' Zone, Onslow	21 March 2012	New Provision in the Shire of Ashburton Local Planning Scheme No. 7 – Clause Height of Buildings in the 'Commercial and Civic' Zone, Onslow.	Planner to investigate. (June 2015)
24	New Provision in the Shire of Ashburton Local Planning Scheme No. 7 – floor heights in Onslow Coastal Hazard Area	16 May 2012	New Provision in the Shire of Ashburton Local Planning Scheme No. 7 – floor heights in Onslow Coastal Hazard Area	Final adoption 18 September 2013, item 14.4 Potential issues regarding Amendment advertising identified by DoP and under investigation by Shire staff. (June 2015)
25	Revised in the Shire of Ashburton Local Planning Scheme No. 7 – Onslow Aerodrome Environs Area	19 September 2012	Revised in the Shire of Ashburton Local Planning Scheme No. 7 – Onslow Aerodrome Environs Area Special Control Area'	Amendment on hold (June 2015)

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Amendment No.	Site or Issue	Initiation Date of Amendment by Council	Proposal	Current status
	Special Control Area'			
26	Request from the Water Corporation to initiate an Amendment to the Scheme to provide for a 'Waste Water Buffer' and change of Scheme Reserve	18 September 2013 item 14.2	Request from the Water Corporation to initiate an Amendment to the Scheme to provide for a 'Waste Water Buffer' and change of Scheme Reserve	Documents endorsed and submitted to WAPC for final approval. (JUne 2015)
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 Killwarra Dr and Jabbarup Pl, part Lot 277 Killawarra Dr and Ceron St			Advertising complete 27 February 2015 – resolving issues identified during advertising with Rio Service (underground services in amendment area). Waiting for site investigations to be completed by Rio (June 2015)
28	Rezone subject site (Lot 111 Paraburdoo-Tom Price Road Tom Price) from "Rural" to "Special Use 3" zone to allow for a range of additional uses to be approved on the site.			Advertising to be completed 2 June 2015. Report for final adoption August Ordinary Meeting. (June1 2015)

Infrastructure Services Decision Status Report

	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
1	06/15	15.1	Karratha / Tom Price - Lobbying Proposal for Funding MINUTE: 11972	That Council: <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. 	Progressing Final lobbying document and stakeholder listing being prepared. Completion by mid-July. RFQ currently being scoped for the Project’s Gap Analysis Study. RFQ will be advertised and open (on WALGA) from 30/6-14/7/2015. Evaluations undertaken on 29/7 and works awarded no later than 31/7 The Study is anticipated to be completed within 12 weeks and will detail the way forward to enable the road to be constructed once funding is secured. (June 2015)
2	05/15	15.1	Award of RFT 08/15 Closure Works and Rehabilitation of the Onslow Landfill	That Council: <ol style="list-style-type: none"> Endorse Ertech Pty Ltd as the preferred tenderer for RFT 08/15 Closure Works and Rehabilitation of the Onslow Landfill; 	Progressing Finalising the project programme with Ertech. Mobilisation expected in

Infrastructure Services Decision Status Report

	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
			MINUTE: 11959	<ol style="list-style-type: none"> 2. Authorise the Chief Executive Officer to award the Contract for RFT 08/15 to Ertech Pty Ltd to a value not exceeding \$4,472,579.54 (ex GST); 3. Authorise the Chief Executive Officer to approve variations up to 10% of the contract sum; and 4. Include sufficient funds in the 2015/16 Annual Budget to progress this project. 	<p>July or August.</p> <p>(June 2015)</p>
2	20/05	15.2	<p>Endorsement of a Deed between Landcorp and Shire of Ashburton for the provision of fill material for the closure of the Onslow Landfill</p> <p>MINUTE: 11951</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Agrees in principle to a Deed between LandCorp and the Shire of Ashburton, with mutually agreeable conditions, that allows access to a LandCorp soil resource (required to assist in the closure and remediation of the Onslow Landfill Site); 2. Authorise the Chief Executive Officer to negotiate the Deed conditions; 3. Authorise the Shire President and Chief Executive Officer to execute the finalised Deed; and; 4. Authorise the Chief Executive Officer to fulfill the requirements of the Deed. 	<p>Progressing</p> <p>Draft Deed Agreement received by Shire on 26/06/15 for review prior to approval and execution.</p> <p>(June 2015)</p>
4	01/15	4.2.3	Public Question from Russell Baker (Tom Price)	<p>Q2: Parking at TAFE to Little Gecko's can this be changed from Angle Parking to Parallel parking to improve user safety?</p> <p>The CEO responded that changing parking to paralleled would likely</p>	<p>Progressing</p> <p>Inspection of site and basic plans drawn for solution. To be done up</p>

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	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
				<p>reduce the amount of car parking bays for customers accessing nearby facilities. The bays referred to are well patronised and any changes would likely generate issues.</p> <p>It would be appropriate though, for the Shire to conduct a road safety audit of the situation so that either changes can be made along the lines suggested in the question, or it be confirmed that the current parking arrangements are optimum.</p>	<p>for CAPEX in 15/16 Budget. Sent to maintenance for temporary line marking to be installed.</p> <p>(April 2015)</p> <p>Awaiting availability of line marking contractor for "permanent" marking. CAPEX item for upgrade and improvements to Stadium Rd in 2015/16 budget.</p> <p>(June 2015)</p>
5	04/15	15.1	<p>Access license to conduct site investigations at the proposed Onslow Waste Management Facility Site Within Lot 150 Onslow Road, Onslow</p> <p>MINUTE: 11934</p>	<p>That Council:</p> <ol style="list-style-type: none"> Note the Section 91 Access Licence (ATTACHMENT 15.1) prepared by Department of Lands; and Authorise the Shire President and Chief Executive Officer to apply the Common Seal and sign the Section 91 Access Licence. 	<p>Completed</p> <p>Access Licence has been executed.</p> <p>(June 2015)</p>
6	03/15	19.3	<p>Confidential Item RFT 03/15 Design and Construction of the Onslow Airport Terminal</p>	<p>That Council accept the Lump Sum Tender of \$2,995,545.70 (ex GST) from Ertech Pty Ltd for RFT03/15 Design and Construction of the Onslow Airport Terminal Civil Works and authorises the Chief</p>	<p>Progressing</p> <p>Contract awarded.</p>

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	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
			Civil Works MINUTE: 11933	Executive Officer to execute the Contract documentation.	(March 2015) Contract awarded to Ertech,. Design Phase completed in April. Construction commenced, estimate completion in August. Will require monitoring to accommodate (unconfirmed) 24 August Airport Opening date. (June 2015)
7	11/14	15.2	Request to Excise a Portion of Reserve 19291 to Facilitate the Rehabilitation of the Existing Onslow Landfill MINUTE: 11874	That Council request the Minister for Lands excise from Reserve 19291 that portion of land depicted as 'Area B' and 'Area C' in ATTACHMENT 15.2 and amalgamate with Reserve 38336.	Progressing Department of Lands have gained in-principle support from various State Government departments and are now updating the reserve boundaries. (June 2015)
8	11/14	15.3	Request to Excise a Portion of Reserve 19291 to Create a New Reserve Vested in the Shire of Ashburton for the	That Council: 1. Request the Minister for Lands excise from Reserve 19291 that portion of land depicted as 'Waste Transfer Site' in	Progressing Department of Lands are seeking in-principle

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	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
			Proposed Onslow Waste Transfer Station MINUTE: 11874	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.	support from various State Government departments before finalising the reserve. (June 2015)
9	10/14	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 are seeking in-principle support from various State Government departments before finalising the road reserve. (June 2015)
10	08/14	15.1	Site Selection and Feasibility Study for the proposed Onslow Waste Management Facility Lot 150 Onslow Road - August 2014 MINUTE: 11837	That Council: 1. Note the Onslow Waste Management Facility Site Selection and Feasibility Study report (ATTACHMENT 15.1) prepared by Talis Consultants; 2. Authorise the Chief Executive Officer to proceed with the necessary site investigation, planning, approval, consultation and design works required to develop the Waste Management Facility at the Preferred Site ('Site10') in Onslow to a Class IV standard; and 3. Request that the Chief Executive Officer reports back to Council the results of (2) for further Council consideration on the eventual proposed design and business delivery model of the	Progressing Scope has been finalised and the second Project Implementation Plan (PIP) is currently being reviewed by Department of State Development & Chevron prior to works commencing.

Infrastructure Services Decision Status Report

	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
				Waste Management Facility.	(June 2015)
11	06/14	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. (April 2015) Emailed for follow up, awaiting response (July 2015)
12	10/13	14.11	In-Principle Support For Main Roads Wa To Control The Proposed Onslow Ring Road MINUTE: 11664	That Council: 2. Delegate authority to the Chief Executive Officer to negotiate with MRWA on the proposal. 3. Receive a further report to consider the tenure of the proposed Onslow Ring Road and the remainder of the existing Onslow Road to the north.	Progressing Ring Road - MRWA have agreed to construct and own the Ring Road. Original Onslow Road - Correspondence Reviewed from MRWA. Shire requesting further information from MRWA prior to Shire investigations commencing.

Infrastructure Services Decision Status Report

	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
					(June 2015)
13	10/12	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</p> <p>Business Case has been finalised.</p> <p>The Shire and HQ Management are now in discussions 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. Currently awaiting a response on the above from Rio Tinto.</p> <p>(June 2015)</p>
14	08/12	13.4	Mine Road Tom Price – Dedication of road.	<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 	<p>Progressing</p> <p>Rio Tinto are investigating</p>

Infrastructure Services Decision Status Report

	Council Meeting	Agenda Ref.	Report title	Council decision	Current status
			MINUTE: 11261	<p>Lot 356 of DP 216348 as a road.</p> <p>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>	<p>concerns that they have with this amalgamation, even though it was originally their request for the amalgamation and transfer of ownership to the Shire.</p> <p>Emailed for follow up, awaiting response.</p> <p>(July 2015)</p>

Strategic and Economic Development Decision Status Report

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
1	20/05	16.1	<p>Establishment of a Commercial Lease for the Onslow Airport Terminal Kiosk, lot 16 Onslow Road, Onslow</p> <p>MINUTE: 11952</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Endorse the proposal to lease the Onslow Airport Kiosk (in accordance with Section 3.58 'Disposing of Property' of the Local Government Act 1995); 2. Delegate Authority to the Chief Executive Officer to negotiate the terms of the Lease Agreement with a kiosk operator at the Onslow Airport Terminal (including the best practicable annual lease fee and other clauses generally in accordance with the terms outlined in this report) and advertise the proposal for public comment; and 3. Authorise the execution of the Lease Agreement should no adverse public comment be received after local public notice as per s3.58 of the Local Government Act 1995. 	<p>Completed</p> <p>Lease awarded to Beadon Bay Hotel. Operations to commence on 1 July 2015.</p> <p>(June 2015)</p>
2	20/05	16.2	<p>Establishment of a Commercial Lease for Reserve 38264 being lot 85 Onslow Road, Onslow</p> <p>MINUTE: 11953</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Delegate Authority to the Chief Executive Officer to negotiate the terms of the Lease Agreement with Alex Baldwin for Lot 85 Onslow Road, Onslow, generally in accordance with the terms outlined in this report, and advertise the proposal for public comment; and 2. Authorise the execution of the Lease Agreement should no adverse public comment be received after local public notice as per s3.58 of the <i>Local Government Act 1995</i>, pending approval from the Minister for Lands. 	<p>Ongoing</p> <p>Building certification required prior to executing lease agreement. A quote is being sourced from Hendry Group to conduct the inspection in conjunction with the Onslow Shire Administration Building site visit.</p> <p>(June 2015)</p>

Strategic and Economic Development Decision Status Report

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
	20/05	16.3	<p>Outcome of Memorandum of Understanding with Landcorp to investigate the delivery of the Onslow Light Industrial Development and Establishment of Commercial Leases for lot 9000 Onslow Road, Onslow</p> <p>MINUTE: 11954</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Authorise the Chief Executive Officer to request LandCorp expand its investigations to include additional options for new Mixed Business lots at the Onslow Airport; 2. Authorise the Chief Executive Officer to liaise with LandCorp to prepare funding applications to support the Onslow Airport Mixed Business development project; 3. Delegate Authority to the Chief Executive Officer to negotiate lease agreements for the Onslow Mixed Business lots, including Morgan & Co, for a period of 1 year with further two x 1 year options, and an annual rental fee amount based on the valuation provided. 4. Should no adverse public comment be received after local public notice as per s3.58 of the <i>Local Government Act 1995</i>, authorise the Shire President and/or Chief Executive Officer sign the Leases Agreements and if required, to affix the Common Seal of the Shire of Ashburton. 5. Authorise the Chief Executive Officer to enter into a joint Expression of Interest process with LandCorp to identify potential light industrial land users and their configuration and service requirements. 	<p>Ongoing</p> <p>EOI documents being compiled by LandCorp. Advertising documents being prepared for lease of lots.</p> <p>(June 2015)</p>

Strategic and Economic Development Decision Status Report

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
3	20/05	16.4	<p>Ocean View Caravan Park - Concept Master Plan and Business Plan, Lot 3001, Reserve 24405, Onslow</p> <p>MINUTE: 11958</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Endorses the concept Master Plan outlining Stages 1 and 2 of the redevelopment of Ocean View Caravan Park; 2. Endorses the Business Plan attached to this report to be advertised for a period of no less than 6 weeks, seeking public comment in response to the Shire's proposal to undertake a major land transaction; 3. If no public comment is received, approves the progression of the Ocean View Caravan Park redevelopment project in accordance with the concept Master Plan and approved budget. 	<p>Progressing</p> <p>Business Plan advertised from 23 May for a period of 6 weeks closing 6 July. Tender for Stage 1 of the redevelopment is being prepared for advertising subject to no adverse public comment in response to Business Plan.</p> <p>(June 2015)</p>
4	04/15	16.1	<p>Submissions from Public Notice For Proposal to Dispose of Property – Portion of Reserve 40835 Lot 347 East Road, Tom Price Gymnasium</p> <p>MINUTE: 11942</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Note the submissions received and advise them of the outcomes of this matter; 2. Confirm that the Lease is considered overall, to represent fair value for the Shire of Ashburton (noting that the Valuation of \$5,000 – 10,000/year for this property is believed to have been achieved through relevant Lease clauses that require the Lessee to take on the costs and risks generally allocated to the Lessor [i.e. the Shire]); and 3. Confirm the disposition of property (that is, portion of Reserve 40835, Lot 347 East Road, Tom Price) to new owners Tony and Kim Bloem (trading as Bodyline Gym) as per the Lease terms of the agreement (ATTACHMENT 16.1) and authorising the Shire President and the Chief Executive Officer to sign the Lease Agreement and apply 	<p>Completed</p> <p>Lease Agreement executed by both parties and approved by the Minister for Lands.</p> <p>(June 2015)</p>

Strategic and Economic Development Decision Status Report

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				the Common Seal.	
5	02/15	18.1	Proposal to change Purpose of Reserve 39572, Paraburdoo with power to lease	That Council endorse the change of Reserve 39572, Paraburdoo from "Public Recreation" to "Public Recreation and Community", and request power to lease from Department of Lands.	Ongoing See item 8 (below) for updated resolution. Survey complete for subdivision of land. Dept of Lands reviewing Deposited Plan prior to lodgement with Landgate. (June 2015)
6	01/15	16.1	Proposal to Change Purpose of Reserve 38467, Tom Price, with Power to Lease and Enter into a Lease Agreement with Ashburton Aboriginal Corporation for the Biodiesel Trial Plantation MINUTE: 11906	That Council: 1. Endorse Shire Administration request the Department of Lands change the Management Order purpose for Reserve 38467 from 'Gravel Pit' to "Gravel Pit and Experimental Farm", with the power to lease; 2. Authorise the CEO to negotiate the terms of and execute a lease agreement between the Shire of Ashburton and Ashburton Aboriginal Corporation to continue the Biodiesel trial plantation; and 3. Should no objections be received following Local Government Act S3.58 public advertising, Council authorise the CEO to seek the formal approval from the Department of Lands for the Disposition of the Property.	Ongoing Minister for Lands approval sought for the lease agreement. (June 2015)
7	11/14	16.2	Review of Location for Paraburdoo Skate Park Facility	That Council: 1. Notes the petition signed by 287 people and tabled at the	Ongoing Tender for Design and

Strategic and Economic Development Decision Status Report

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
			MINUTE: 11883	<p>17 September Ordinary Meeting of Council, and expresses its appreciation to the signatories and the petition organiser for their collective efforts taken to contribute to the Paraburdoo Skate Park project considerations;</p> <p>2. Receives the Site Selection Report (October 2014) prepared by CONVIC for the proposed Paraburdoo Skate Park facility; and</p> <p>3. Endorses the site identified on Reserve 39572, corner of Ashburton Avenue and Fortescue Road, Paraburdoo, for the proposed skate park providing the location is in the general area indicated in the CONVIC report and approximately 50 metres from residential housing.</p>	<p>Construction of the skate park closed in June 2015, submissions are being evaluated, expected to be finalised early July.</p> <p>(June 2015)</p>
8	11/14	7.1	<p>Consideration of the Concept Plans and Business Case for the Paraburdoo Community Hub</p> <p>MINUTE: 24</p>	<p>That Council:</p> <p>1. Endorses the revised concept design, proposed operating budget model and business case presented for the Paraburdoo Community Hub (CHUB), seeking a grant of \$5 million from the Pilbara Development Commission;</p> <p>2. Highlight its commitment to the project and to specifically address the State Government's sustainability requirements of the Shire of Ashburton, by:</p> <p>a) Recognising that there will be an increased annual operating cost deficit for the new Paraburdoo CHUB, estimated at \$356,305 per annum, and committing to the necessary deficit sum being incorporated into future Shire of Ashburton budgets; and</p> <p>b) Recognising that if loan borrowings are required to meet the capital cost of the new Paraburdoo CHUB, Council commits future budgets of the Shire of</p>	<p>Ongoing</p> <p>NAJA Consulting is working on the revised proposed business case to secure funding. The draft is expected to be completed for Council's consideration in July.</p> <p>(June 2015)</p>

Strategic and Economic Development Decision Status Report

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				<p>Ashburton to those consequential repayments (estimated to be in the order of \$181,000 for a \$1.5 million loan); and</p> <p>c) Recognising that a Shire rate increase in the vicinity of 2.86% (in addition to the consumer price increase) may be required in order to meet the financial commitments of the construction and ongoing operations of the new Paraburdoo CHUB, and commits to including this increase (at the required proportions) within the Shire of Ashburton's future budgets; and</p> <p>d) Recognising that the Shire's long term financial planning indicates that this project is affordable, but that Council accepts it may need to defer less important capital projects until later financial years if that is financially prudent or necessary to do so.</p> <p>3. Highlight its commitment to governing the Shire of Ashburton in a sustainable manner and to reinforce this:</p> <p>a) Set as a priority as part of the mid-year (2014/15) budget review, the allocating savings to minimising the Paraburdoo Community Hub \$1.5m loan commitment; and</p> <p>b) Authorise the CEO to negotiate with Rio Tinto, a commercial lease arrangement for the Gymnasium facility to minimise ongoing Paraburdoo Community Hub operational costs.</p> <p>4. Endorse the relocation of the proposed Child Care Centre project to the south-east corner of Reserve 39572, and request the Department of Lands excise this area to form a new Reserve for the purpose of Child Care Centre, with power to lease.</p>	

Strategic and Economic Development Decision Status Report

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
9	12/14	16.1	Review of Location for Onslow Skate Park Facility MINUTE: 11897	That Council: <ol style="list-style-type: none"> 1. Notes the petition signed by 120 people and tabled at the 19 November Ordinary Meeting of Council, and the petition received today signed by 160 people, and expresses its appreciation to the signatories and the petitions organiser for the collective efforts taken to contribute to the Onslow Skate Park project considerations; 2. Confirms the location resolved at the 15 October 2014 Ordinary Meeting of Council, being the existing Basketball Courts site at Lot 555 Cameron Avenue, Onslow, as the site for the proposed Onslow Skate Park facility; 3. Notes the commitment made to host the 2015 Basketball Carnival and the generous donation by BHBP to enable the program to be progressed, and that in light of the 2014 experiences, notes also that appropriate security will be incorporated into the event planning for 2015; and 4. Notes that the retention of the existing outdoor basketball courts may be prudent if suitable and reasonably cost options are not available, and that consequently, a delay of the construction timeline for the skate park may be appropriate to accommodate that temporary retention of the existing basketball facilities in Onslow. 	Ongoing Waiting for CONVIC to complete draft concept design for the skate park to be reviewed and presented to Council. Expected around August. (June 2015)
10	10/14	19.1	Confidential Item - Outcome of Request for Tender to Lease Onslow Construction	That Council: <ol style="list-style-type: none"> 1. Acknowledge that no conforming tenders were received 	Ongoing Investigations are being

Strategic and Economic Development Decision Status Report

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
			Camp (rft 25/14) MINUTE: 11871	<p>for RFT 25/14: Disposal by Way of Lease Onslow Construction Camp closed on 22 September 2014, and a contract will not be awarded;</p> <ol style="list-style-type: none"> 2. Authorise the Chief Executive Officer to reduce the size of the Onslow Construction Camp as soon as possible to no more than 30 accommodation modules and the minimum necessary facilities (kitchen, office, laundries, etc), acknowledging that funds for this activity to continue to operate at its current capacity have not been provided for in the 2014/15 budget; 3. Authorise the CEO to negotiate satisfactory off-site arrangements for Shire accommodation in Onslow suitable to the Shire's expected longer term needs; 4. If a successful negotiation of alternative accommodation can be secured, proceed with the demobilisation of the remaining camp facilities. Alternatively if negotiations are unsuccessful, call relevant tenders for the continuation of the Airport Camp at minimal accommodation unit numbers (approximately 30) as a medium term accommodation facility for Shire staff and Shire Contractors; and 5. That the additional net costs for the Camp, including demobilisation expenses, be monitored and addressed at the mid-year budget review. 	<p>undertaken into alternative accommodation models. A report will be forthcoming to Council considering these options and if there is a need to Tender for ongoing hire of accommodation units, taking into consideration the potential increase in overall accommodation needs in the town</p> <p>(June 2015)</p>

Strategic and Economic Development Decision Status Report

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
11	09/14	16.1	Proposed Memorandum of Understanding for Pilbara Regional Council to Undertake Conservation Works at Old Onslow MINUTE: 11859	That Council: 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 2. Authorise the Chief Executive Officer to execute the Memorandum of Understanding (MOU) and proposal provided by the Pilbara Regional Council, and negotiate any minor variations required to the scope of works.	Ongoing PRC has commenced engineering design for stabilisation works and signage, now seeking building licence approvals. (June 2015)
12	07/14	16.4	Onslow Aquatic Facility Project MINUTE: 11821	he officer recommendation be adopted and that Council: 1. Endorses Lot 643 McRae Avenue (Reserve 25799), Onslow as the preferred site for the Onslow Aquatic Facility project; 2. Supports the change of purpose of Reserve 25799 from Aged Care to Recreation ("Public Purposes – Parks, Recreation and Drainage"); and 3. Approves the procurement of a suitable recreation consultant to produce a business case outlining the Onslow Aquatic Facility's design, project implementation, management structure and financial viability.	Ongoing Draft concept plan with broad specifications and cost estimate have been reviewed – the consultant is now updating. A workshop has been scheduled for July Council Meeting to provide update. (June 2015)
13	05/14	16.5	Endorsement of Onslow Basketball Courts Project Concept Design MINUTE: 11798	That Council: 1. For the purpose of offering guidance only as part of the tender process, endorses the aspirational concept design provided by Roxby Architects and Josh Byrne & Associates for the proposed Onslow Basketball Court precinct;	Ongoing Request for Tender for design and construction of the multipurpose courts advertised from 20 June 2015, tender open for six

Strategic and Economic Development Decision Status Report

	Council Meeting	Agenda Ref.	Report Title	Council Decision	Current Status
				<ol style="list-style-type: none"> 2. Approve the development and advertising of a Design & Construct Tender for the Onslow Basketball Court precinct with a budget of up to \$3.5m; and 3. Endorse the change of purpose for Reserve 42090 from Education to Recreation ("Public Purposes – Parks, Recreation and Drainage") and approve the Reserve being vested in the Shire of Ashburton by Management Order for the purpose of Recreation. 	<p>weeks.</p> <p>(June 2015)</p>

Actions Performed Under Delegated Authority for the Month of June 2015.**The Use of the Common Seal**

Seal No.	Date Seal Applied	Council Decision	Parties Involved	Document Details
600	04/06/2015	WAPC Approval Number 149621	Shire of Ashburton WA Planning Commission	Document Prepared by: Lavan Legal Details: Notification Under Section 70A – Lot 100 on Deposited Plan 403216 Reserve Number RC34101– Discovery Parks Onslow Pty Ltd
601	04/06/2015	Delegated Authority	Shire of Ashburton Department of Regional Development	Document Prepared by: Department of Regional Development Details: Financial Assistance Agreement – Royalties for Regions Project, Country Local Government Fund 2012-2013, Individual Allocation
602	24/06/2015	Ordinary Meeting of Council Agenda Item 14.12 Minute No: 11630	Shire of Ashburton Department of Lands	Document Prepared by: Shire of Ashburton Details: Notification Under Section 70A – Lot 1 on Survey - Strata Plan 69974, Lot 2 on Survey – Strata Plan 69974, Common Property Lot 3 on Survey – Strata Plan 69974 – Ugly Boats Pty Ltd

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
	Delegated Approval 15-09	3/6/2015	Formscape Built Form Planning Solutions	Retrospective Application for Sheds, Workshop, Office and Sea Container Shelter Associated With Existing Storage Facility/Depot/Laydown Area	Lot 8 Turee Way, Paraburdoo

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
	Delegated Approval 15-16	3/6/2015	Paraburdoo Motorcycle Club Inc	Pit Shed Addition to Existing Community Use	Lot 30 Beasley Road, Paraburdoo
	Delegated Approval 15-06	3/6/2015	Pilbara Mechanical Services	Retrospective Planning Approval For Office, Mezzanine & Awning	Lot 22 Turee Way, Paraburdoo.
	Delegated Approval 14-72	8/6/2015	Chevron Australia Pty Ltd	Seawater Intake Facility	Lot 561 Beadon Creek Road, Onslow (Reserve 30711)
	Delegated Approval 14-58	9/6/2015	Sean Sadler	Home Business – Building Contractor – Storage of Tools, Plant, Machinery	Lot 376 (No. 81) Second Ave, Onslow
	Delegated Approval 15-19	8/6/2015	Nanutarra Roadhouse Pty Ltd	Incorporating an Additional Use to “Motel”	Lot 1 & 2 North West Coastal Highway, Nanutarra
	Delegated Approval 15-13	16/6/2015	Vimbayi Mudawiti	Home Occupation – Childcare Service	Lot 598 Nikol Ave, Paraburdoo
	Delegated Approval 15-18	22/6/2015	Planning Solutions	Motor Vehicle and/or Marine Service Station – Unmanned Diesel Stop	Lot 186 Onslow Road, Onslow
	Delegated Approval 15-22	17/6/2015	Onslow Goods Shed Museum	Mezzanine Floor	Lot 937 Second Ave, Onslow
	Delegated Approval 15-35	18/6/2015	Steven Robinson	R Code Variation - Shed	Lot 582 King St, Paraburdoo
	Delegated Approval 15-32	19/6/2015	Daniel Taite	R Codes Variation - Sea Container	Lot 35 Joffre Ave, Paraburdoo
	Delegated Approval 15-30	17/6/2015	Saravana Rangaswami	R Codes Variation - Carport	Lot 782 Larnook St, Tom Price
	Delegated Approval 15-26	17/6/2015	Todd Geddes	R Codes Variation - Patio	Lot 555 Algona St, Tom Price
H	Directions regarding unauthorised development				
	<ul style="list-style-type: none"> • Meeting held with NWSP, Brent Rowe who has agreed to remove and sell illegal accommodation from 72 Mettawandy • Meeting held with Australian Indigenous Enterprises, Neville Stewart who has agreed to make retrospective planning and building applications for the illegal accommodation and structures on Lot 14 and 16 Turee. 				

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 2014

Approval Date	Delegation No.	File Ref	Title	Decision
Delegation of Powers and Duties of the Local Government Act to the CEO (DA02-4)				
08/06/2015	DA02-4	TT06.21	Lease agreement of the Kiosk Operator at the Onslow Airport Terminal	OCM 20 May 2015 gave delegation to the CEO to negotiate the terms of the lease agreement of the Kiosk Operator at the Onslow Airport Terminal. After assessment and evaluation, the letter of acceptance was awarded to the Beadon Bay Hotel.
Wittenoom Claims – Legal (DA04-1)				
15/06/2015	DA04-1	LS55	Authorising payment for exposure to asbestos at Wittenoom	Payment of claim for alleged damages resulting from exposure to asbestos at Wittenoom – no greater than \$38,679.50.
Staff and Employee Property Leases Contracts (DA06-7)				
09/06/2015	DA06-7	GV01	Signing of Lease Agreements	New leases with Rio Tinto effective 08/06/2015: 1. 2/4 Canberra Drive, Tom Price 2. 4/10 Canberra Drive, Tom Price

Consultation:

Chief Executive Officer

General Manager

Executive Manager Strategic & Economic Development

Financial Implications:

Goods purchased in accordance with 2014/15 Budget.

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

Approval Date	File Ref	Title	Tenderer	Total Score (/100)	\$
02/06/2015	CM12.15	Award of RFT 12/15 Tamarind Street Car Park Civil Works	1. Byblos Construction 2. CMA Contractors 3. Marriyarra Civil 4. B&M Contracting	1. 80 2. 64 3. 70.9 4. 0.00	1. \$147,400.00 2. \$253,548.66 3. \$212,306.00 4. Not Compliant
22/06/2015	CM12.14	Extension of RFT 12/14 Contract of Supply & Installation of Repair of Drainage & Infrastructure in Paraburdoo	The existing contract between Leeuwin Civil and SoA is due to expire on 30 June 2015. As per existing clause 2.1.b of the contract the Shire wishes to exercise its right to extend the contract for a further twelve months from 1 July 2015 to 30 June 2016.	N/A	N/A

Consultation:

Executive Manager Infrastructure Services

Financial Implications:

Goods purchased in accordance with 2014/15 Budget.

2009

MINISTER FOR EDUCATION

AND

SHIRE OF ASHBURTON

LICENCE AGREEMENT FOR COMMUNITY GARDEN
ONSLOW PRIMARY SCHOOL

STATE SOLICITOR'S OFFICE
COMMERCIAL AND CONVEYANCING
PERTH

TELEPHONE : (08) 9264 1176
FACSIMILE: (08) 9264 1442
SSO 2906-08 MC1

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THIS AGREEMENT is made the day of 200

BETWEEN:

SHIRE OF ASHBURTON a local government and body corporate under the Local Government Act 1995 of Poinciana Street Tom Price Western Australia (**the Local Government**)

AND

MINISTER FOR EDUCATION a body corporate pursuant to the provisions of the School Education Act 1999 of 151 Royal Street, East Perth Western Australia (**the Minister**).

RECITALS

- A. The Facilities are situated on the Land.
- B. Care control and management of the Land is placed with the Minister.
- C. The Minister has agreed to grant to the Local Government a licence to use the Facilities for construction and use of a community garden in accordance with the plan marked "B" annexed hereto and on the terms and conditions contained in this Agreement.
- D. The Local Government will meet the cost of constructing the community garden on the Facilities.

OPERATIVE PART

IT IS HEREBY AGREED:

1. Definitions and Interpretation

1.1 In this Agreement unless the contrary intention appears:

Authority means any entity, person or group of persons empowered by Statute or otherwise to perform and carry out public regulatory administrative or executive functions of Commonwealth State or local government.

CEO means the Local Government's chief executive officer.

Commencement Date means the date specified in item 5 of the Schedule.

Department means the Department of Education and Training.

Facilities means the facilities specified in item 2 of the Schedule.

Further Term means the further term specified in item 6 of the Schedule.

Garden means the community garden and all improvements constructed on the Premises by the Local Government.

GST has the same meaning and usage as that contained in A New Tax System (Goods and Services Tax) Act 1999.

GST Act means A New Tax System (Goods and Services Tax) Act 1999.

Input Tax Credit has the meaning given in section 195-1 of the GST Act.

Land means the land specified in item 1 of the Schedule.

Licence means the licence referred to in Clause 2.

Loss means loss, damage, liability, lawsuit, action, writ, proceeding, cost or expense.

Major Maintenance means any additions or improvements to the Garden or the Facilities costing \$7,500.00 or more;

Management Committee means the management committee created pursuant to clause 12.

Operating Costs means the costs incurred in operating and maintaining the Facilities including but not limited to:

- Garden maintenance (mowing, weeding, fertilising, top dressing, verti-mowing etc including labour and plant);
- Electricity;
- Repairs to reticulation systems including pumps, motors, bores, tanks, power supply etc;
- Insurance;
- Cleaning and rubbish removal; and
- Any other maintenance specified in item 7 of the Schedule.

Party depending on the context means the Local Government or the Minister and

Parties means both of them.

Primary Payment means any payment by the Minister to the Local Government under this Agreement.

Principal means the principal or acting principal of the School.

Schedule means the schedule annexed to this Agreement.

School means the School specified in item 3 of the Schedule.

School days means all days on which students are required to attend the School for instruction in accordance with the provisions of the School Education Act 1999.

School Hours means the hours between 8 am and 4 pm on all School days.

State means the State of Western Australia and any government department, agency and instrumentality thereof.

Statute includes all Statutes (State and Federal) for the time being enacted or modifying any Statutes and all regulations, bylaws and other statutory orders and instruments made under any Statute.

Taxable Supply has the meaning given in section 195-1 of the GST Act.

Tax Invoice has the meaning given in section 195-1 of the GST Act and in the A New Tax System (Goods and Services Tax) Regulations 1999.

Term means the term specified in item 4 of the Schedule.

1.2 In this Agreement unless a contrary intention appears:

- (a) references to a person include that person's legal personal representatives, assigns and successors;
- (b) an obligation on the part of two or more parties shall bind them jointly and severally and a right in favour of two or more parties shall be enforceable by them jointly and severally;
- (c) references to this Agreement include its schedules and annexures;
- (d) references to a person which has ceased to exist or has been reconstituted, amalgamated, reconstituted or merged or the functions of which have become exercisable by any other person or body in its place, shall be taken to refer to the person or body established or constituted in its place or by which its functions have become exercisable;
- (e) words importing any gender include the other genders;
- (f) headings shall be ignored in the construction of this Agreement;
- (g) reference to any thing is a reference to the whole or any part of it and a reference to a group of things or persons is a reference to any one or more of them;

- (h) where time is to be calculated from a day or event, such day or the day of such event shall be excluded;
- (i) words importing the singular include the plural and vice versa;
- (j) references to writing include any mode of representing or reproducing words in tangible and permanently visible form, and includes telex and facsimile transmission;
- (k) references to persons include corporations and vice versa;
- (l) references to time are to local time in Perth, Western Australia;
- (m) references to this Agreement or any other document include the document as varied, extended, renewed or replaced, and notwithstanding any change in the identity of the parties thereto;
- (n) references to a statute whether by name or otherwise includes the amendments to the statute for the time being in force and also any statute passed in substitution for it or in lieu of it and all subsidiary or subordinate legislation for the time being in force under it;
- (o) if a word or phrase is defined, cognate words and phrases have corresponding definitions;
- (p) reference to a clause means a clause of this Agreement;
- (q) no rules of construction apply to disadvantage a Party on the basis of that Party being responsible for the preparation of this Agreement or any part of it;
- (r) reference to the Local Government using the Facilities means and includes the use of the Facilities by the Local Government or any of its employees agents contractors licensees or invitees.

2. Grant of Licence

2.1 The Minister grants to the Local Government a licence to use the Facilities, for construction and use of the Garden for the Term or until such time as the Minister divests itself or is divested of its rights over or in the School (whichever occurs sooner). Nothing expressed or implied in this Agreement shall confer a right of exclusive occupation of the Facilities to the Local Government and the Minister may at any time and at all times and from time to time exercise all of its rights in respect of the Facilities including the rights to use and possess and enjoy the whole or any part of the Facilities save only in so far as such rights shall:

- (a) prevent the operation of the Licence and rights with respect to the Facilities granted pursuant to this Agreement; and

(b) be inconsistent with the express provisions of this Agreement.

2.2 The Local Government shall at its own cost and expense construct the Garden on the Facilities:

- (a) in a timely and professional manner;
- (b) using good quality materials which comply with Department specifications and standards; and
- (c) strictly in accordance with plans and specifications that has first been approved by the Minister.

3. **Facilities' Maintenance**

3.1 The Local Government shall at all times during the Term in all things keep and maintain -

- (a) the Facilities clean and in good sanitary condition;
- (b) all buildings fences gates and other improvements now or hereafter comprising the Facilities in good tenable repair order and condition; and
- (c) all grassed areas on the Facilities so that a uniform coverage of grass is obtained.

3.2 Without limiting clause 3.1, the Local Government shall carry out mowing, fertilising, weed control and irrigation maintenance and renovations on the Facilities.

3.3 The Local Government will ensure that all its officers, employees, agents, workmen and contractors contact the Principal prior to carrying out any maintenance to the Facilities;

3.4 The Local Government will not carry out any pest or weed control treatment on the Facilities during School days. The Local Government will give the Principal at least a week's written notice of any proposed weed control treatment to be undertaken.

3.5 On expiration of a period of use of the Facilities by a Party or any of that Party's employees agents or invitees (whichever the case may be) that Party shall leave the Facilities in a clean sanitary and tidy condition free from litter waste and rubbish and ready for immediate use by the other Party and other persons duly permitted to use the Facilities.

3.6 The Local Government shall ensure:

- (a) all plants receive sufficient water to ensure normal healthy growth;

- (b) all garden beds are kept weed free;
- (c) all dead plants are removed and healthy plants pruned to shape after flowering if their growth habit requires;
- (d) a suitable fertiliser is applied to garden beds twice yearly and thoroughly watered in;
- (e) pests are monitored and controlled as required, using only approved chemicals in accordance with the Occupational Safety and Health Act 1994;
- (f) all micro-irrigation are checked and repaired (if required); and
- (g) mulch is replaced as required.

4. Local Government Employees etc

- 4.1 During the times the Local Government or any of its officers, employees, agents and subcontractors are on the Land they will:
- (a) at all times conduct themselves in a courteous and professional manner;
 - (b) at all times be sober, civil and honest;
 - (c) not inhibit, interfere, disturb or otherwise disrupt the School education process;
 - (d) not approach students for any reason except in exceptional circumstances. Any and all concerns relating to staff, students or other School community members must be directed to the Principal;
 - (e) be readily identifiable by the use of uniform, badges or the like, as approved by the Department;
 - (f) wear an acceptable standard of dress at all times as determined by the Shire and approved by the Principal;
 - (g) at all times comply with the Occupational Safety and Health Act, 1984 including the use of personal protective equipment including sunscreen cream and a suitable hat;
 - (h) not smoke or consume alcohol or prohibited substances on the Land;
 - (i) only use School facilities with prior permission of the Principal;
 - (j) not use radios or similar, with or without headphones, on the Land and

- (k) not use derogatory or offensive language.

4.2 The Local Government:

- (a) must ensure that all its officers, employees, agents, workmen and contractors who go on the Land have an Australia wide police clearance;
- (b) will, if any police clearance evidences that any officer, employee, agent, workman and contractor of the Local Government who goes on the Land has committed a criminal offence punishable by imprisonment or detention, at the request of the Minister (without prejudice to the Minister's other rights and remedies under this Agreement), promptly remove that person from the Land.
- (c) must following a request to remove any officer, employee, agent, workman and contractor of the Local Government under this clause at its own cost, arrange for a replacement of that person.

4.3 The Local Government must ensure that all its officers, employees, agents, workmen and contractors who engage in activities on the Land that constitute or involve *child-related employment* or *child-related work*:

- (a) have a current *assessment notice*; and
- (b) have not been issued a *negative notice* or an *interim negative notice* which is current; and
- (c) have not been convicted of a *Class 1 offence* or a *Class 2 offence* or have a pending charge in respect of a *Class 1 offence* or a *Class 2 offence*.

For the purposes of this clause 4.3 terms appearing in italics have the meaning given those terms in the Working with Children (Criminal Record Checking) Act 2004 (WA).

5. Costs

5.1 The Local Government shall pay:

- (a) its own legal costs in connection with the negotiation of this Agreement; and
- (b) 100% of all costs charges and expenses for which the Minister shall become liable in consequence of or in connection with any default by the Local Government in performing or observing any covenants conditions or stipulations herein contained or implied and on the part of the Local Government to be performed or observed.

5.2 The Minister shall pay its own legal costs in connection with the negotiation and preparation of this Agreement.

6. Costs Sharing

- 6.1 The Minister and the Local Government shall share those Operating Costs set out in item 7 of the Schedule in accordance with the table set out in item 7 of the Schedule.
- 6.2 The Minister shall pay its share of the maintenance costs within 30 days after receiving a tax invoice from the Local Government. The Local Government shall send all invoices to the address shown in item 7 of the Schedule.
- 6.3 The Minister shall at least once every 2 months during the Term or any extensions thereof commencing on the date being 2 months after the Commencement Date:
- (a) read the electricity sub meter on the Land that services the Facilities;
 - (b) calculate the cost of electricity consumed on the Facilities; and
 - (c) forward the Shire a Tax Invoice in respect of that cost.

The Shire shall pay those Tax Invoices within 30 days after receipt thereof.

- 6.4 Notwithstanding any other provision of this Agreement, the Local Government will not carry out any Major Maintenance to the Facilities or the Garden without first providing the Minister with details in writing of the scope and cost of the Major Maintenance required and obtaining the Minister's prior written approval to carry out same.

7. GST

- 7.1 The amount of all Primary Payments specified in this Agreement are exclusive of GST.
- 7.2 If GST is payable by the Local Government in respect of a Primary Payment or any part in connection with a Taxable Supply provided under this Agreement:
- (a) the Primary Payment is increased by an amount equal to the applicable GST; and
 - (b) the Minister must pay the amount of the increase in the same manner and on the same date as the Minister is required to pay the Primary Payment.
- 7.3 If the Primary Payment consists (wholly or partly) of the recovery by the Local Government of all or a portion of the Local Government's costs, the Primary Payment is to be reduced by the amount (or corresponding proportion) of the Input Tax Credits available to the Local Government in respect of these costs and then increased by any applicable GST payable under clause 7.2.

- 7.4 If a Primary Payment is to be increased to account for GST under clause 7.2 the Local Government must, at least one month before the date on which the increased Primary Payment is to be paid, issue a Tax Invoice to the Minister.

8. Booking of Facilities

The Local Government shall arrange for one of its officers to supervise the Facilities and manage bookings for the Facilities for the times the Local Government uses the Facilities as part of his or her normal duties.

9. Insurance

- 9.1 Each Party shall effect and maintain a policy of public liability insurance in an amount of not less than TEN MILLION DOLLARS (\$10,000,000.00) (or such larger sum as shall be determined at the reasonable discretion of the other Party from time to time to reflect prudent commercial practices, including changes in the Consumer Price Index (all groups) for Perth, Western Australia as published by the Australian Bureau of Statistics) in respect of any one occurrence in an insurance office first approved by the other Party such approval not to be unreasonably withheld.

- 9.2 As and when requested each Party shall provide the other Party with a copy of the policy and all receipts or other proof of payment of premiums.

- 9.3 The Local Government will effect and maintain:

- (a) workers compensation insurance in accordance with the workers compensation legislation of Western Australia and at common law for an amount of not less than Fifty Million Dollars (\$50,000,000.00) in respect of any one event; and
- (b) such other insurances as may be reasonably required by the Minister.

10. Indemnity

- 10.1 The Minister shall indemnify and keep indemnified the State, the Local Government and all employees and agents of the State and the Local Government from against and in respect of all Loss incurred or suffered by or made or brought against any of those indemnified to the extent that the same was caused or contributed to by any tortious or other unlawful act or omission (including breach of a contractual term, condition or warranty) by the Minister or any officer, employee, agent, contractor, licensee, invitee or representative of the Minister.
- 10.2 The Local Government shall indemnify and keep indemnified the Minister the State and all employees and agents of the Minister and the State from against and in respect of all Loss incurred or suffered by or made or brought against any of those indemnified to the extent that the same was caused or contributed to by any tortious or other unlawful act or omission (including breach of a

contractual term, condition or warranty) by the Local Government or any officer, employee, agent, contractor, licensee, invitee or representative of the Local Government.

11. Assignment

The Local Government shall not without the prior written consent of the Minister (which consent may be arbitrarily withheld) and the Minister for Lands assign, transfer, encumber or otherwise dispose of the Licence or any part thereof or the rights, liberties or authorities granted under this Agreement.

12. Management Committee

12.1 The care and management of the Facilities and the Garden shall be undertaken by the Management Committee. Membership of the Management Committee shall consist of 6 members (or such other number as the Parties may from time to time agree) who, subject to this Agreement and any direction from the Parties, shall:

- (a) monitor, review and evaluate use of the Facilities and the Garden by the Parties; and
- (b) exercise the functions set out in Annexure A.

Membership of the Management Committee comprises the following members:

4 Local Government and community representatives;

4 Minister representatives;

12.2 The presiding member of the Management Committee shall be selected by the members of the Management Committee from the members of the Management Committee.

12.3 A member may resign from the Management Committee by written notice to that effect delivered to the presiding member.

12.4 Each Party may in regard to its appointees on the Management Committee at any time and from time to time:

- (a) remove any appointee and appoint another person in that appointee's place;
- (b) appoint a person to act temporarily during the absence of an appointee and a person while so acting shall be deemed to be a member; and
- (c) appoint another person to act as a member in place of a member who resigns under clause 12.3.

13. Termination

If the Local Government:

- (a) breaches or fails to comply with any term of this Agreement; and
- (b) after having been served with a written notice:
 - (i) specifying the breach or failure; and
 - (ii) requiring that breach or failure to be rectified within a reasonable period specified in the notice (being not less than 14 days)

fails or refuses to so rectify that breach or failure within that period,

then the Minister shall be entitled to terminate this Agreement and such termination shall take effect immediately upon the Local Government being served with notice of termination.

14. Waiver

- 14.1 No right of any Party under this Agreement shall be deemed to be waived except where such a waiver is in writing signed by or on behalf of that Party.
- 14.2 A waiver by a Party shall not prejudice the rights of that Party in respect of any subsequent or other breach of the Agreement by the other Party.
- 14.3 A failure by a Party to enforce any provision of this Agreement or any forbearance, delay or indulgence granted by a Party to the other shall not be construed as a waiver of the first mentioned Party's rights under this Agreement.

15. Variation

This Agreement may only be varied by agreement signed in writing by both Parties.

16. Notices

- 16.1 Notices that may or must be sent under or in connection with this Agreement shall be in writing, signed by the Party or representative of the Party giving notice, and may be delivered by pre-paid post, by hand or by facsimile transmission to the other Party at the relevant address or facsimile number set out in item 8 of the Schedule.
- 16.2 Notices shall be deemed to be received:
 - (a) (in the case of delivery by pre-paid post) seven days after deposit in the mail;
 - (b) immediately upon delivery by hand; or

- (c) immediately upon an apparently successful facsimile transmission being noted in document form by the sender's facsimile transmitter.

17. Local Government to Promote Community Awareness

The Local Government shall, at its own cost and expense, be responsible for advertising the Facilities and otherwise promoting community awareness of and interest in the same from time to time.

18. Not to obstruct or cause nuisance

The Local Government shall not do or leave undone or allow or suffer to be done or left undone any act matter or thing whereby a nuisance or anything in the nature of or which may be deemed to be a nuisance by any Authority or within the meaning of any Statute (State or Federal) now or hereafter in force may exist arise or continue upon or in connection with the Facilities or any business carried on upon the same or the use thereof and forthwith to abate any such nuisance or alleged nuisance and to carry out and comply with all the provisions of every such Statute and of every requisition and order of any Authority in reference thereto.

19. Comply with Statutes

The Local Government shall ensure that its employees agents contractors licensees and invitees shall at all times duly and punctually comply with observe and carry out and conform with the provisions of any Statute now or hereafter in force and all requirements and orders of any Authority which effect the Facilities or the use thereof provided that the Minister has advised the Local Government in writing of those requirements and orders.

20. Report Damage etc

The Local Government shall promptly report any theft of, damage to, deficiency in, destruction of, or other fault in relation to the Facilities to the Minister upon the happening of the same and do all things and take all steps that are reasonable so as to minimise and mitigate any loss caused or occasioned thereby.

21. Signs

The Local Government shall not affix or cause or permit to be affixed or exhibited anywhere in or on the Facilities any poster signboard neon sign or advertisement except as shall be first approved in writing by the Minister.

22. Option to Renew

If:

- (a) prior to the expiration of the Term this Agreement has not been terminated; and

- (b) the Local Government desires to extend this Agreement for the Further Term; and
- (c) the Local Government gives to the Minister written notice of its desire such notice being received by the Minister not more than 6 or less than 3 months prior to the expiration of the Term; and
- (d) during the Term there had been no breach of any term of this Agreement by the Local Government which was not rectified strictly in accordance with a notice of breach being given by the Minister,

Then, if the Minister agrees to do so, this Agreement shall be extended for the Further Term (on and subject to the terms and conditions set out in this Agreement with the exception of this clause 22).

23. Not to affect

Nothing in this Agreement shall affect or be deemed to affect any right power authority or duty conferred or imposed upon the Minister or any agent or employee of the Department under the School Education Act 1999.

24. Records and Audited Accounts

The Local Government shall keep true, accurate and up-to-date records of its receipts and expenditure in respect of the Facilities and shall allow the Minister to inspect and/or take copies of those records at any time and from time to time provided that reasonable notice is first given by the Minister on each occasion. The Local Government shall, at intervals of no greater than twelve (12) months during the currency of this Agreement, provide the Minister with properly audited accounts of its receipts and expenditure in respect of the Facilities.

25. Debts

If under this Agreement a Party (**Creditor**) is claiming monies owing as a debt from the other Party (**Debtor**), the Creditor will provide the Debtor with true copies of all documentation in support of that debt at the same time the Creditor gives the Debtor the relevant invoice calling for the payment of the debt.

26. School part of Minister

The Parties acknowledge and agree that the School is a part of, and an agent for, the Minister for the purposes of this Agreement.

27. Early Termination

- 27.1 Notwithstanding anything expressed or implied in this Agreement to the contrary, either Party may, by giving 6 months notice in writing to the other Party, terminate this Agreement for any reason whatsoever and upon the expiration of that 6 month period, this Agreement shall terminate but any rights

of action or claims which accrued or arose to either Party prior to such termination are hereby preserved.

- 27.2 If this Agreement is terminated in accordance with clause 27.1, the Local Government will not be entitled to any compensation for such early termination nor will it be entitled to a reimbursement of any of the costs incurred by it in constructing the Garden.

28. Insurance

Each Party will provide contents insurance for any equipment that it provides for use on the Facilities.

29. Local Government Responsible

The Local Government will be responsible for any Loss incurred or suffered by the Minister or any officer, employee, agent, contractor, licensee, student, invitee or representative of the Minister caused or contributed to by the Local Government not carrying out any necessary repairs to or maintenance of the Facilities.

30. Dispute Resolution

- 30.1 If any dispute or difference arises between the Parties in connection with any aspect of this Agreement, the Parties will refer the matter to the Principal or an officer from the Capital Programs Branch of the Department and a nominated representative of the Local Government for the negotiation who will have authority to settle the dispute on behalf of the Parties.

- 30.2 If the Principal or an officer from the Capital Programs Branch of the Department and the Local Government cannot settle the dispute within 28 days of the matter being referred to them then the dispute or difference shall be referred to and determined by arbitration under and in accordance with the provisions of the Commercial Arbitration Act 1985 and any party may be represented by a duly qualified legal practitioner or other representative.

31. Exclusive Use

- 31.1 If at any time during the Term the Minister requires exclusive use of the Facilities, the Minister will give the Local Government at least 1 week's prior written notice of the times that it requires exclusive use and the Local Government acknowledges and agrees it will not be able to use the Facilities during those times.
- 31.2 If at any time during the Term the Local Government requires exclusive use of the Facilities, the Local Government must give the Minister at least 1 week's prior written notice of the times that it requires exclusive use and obtain the Minister's prior written approval to such exclusive use (which approval will not be unreasonably withheld).

32. Miscellaneous

- (a) Whenever the consent of the Minister is required under this Agreement:
 - (i) that consent may be given or withheld by the Minister in the Minister's absolute discretion and may be given subject to such conditions as the Minister may determine;
 - (ii) the Minister is not required to provide a reason or reasons for giving or refusing its consent; and
 - (iii) the Local Government agrees that any failure by it to comply with or perform a condition imposed under clause 32(a)(i) will constitute a breach of a condition by the Local Government under this Agreement.
- (b) The Minister and the Local Government must do everything reasonably necessary, including signing further documents, to give full effect to this Agreement.
- (c)
 - (i) The Local Government is an independent contractor, and nothing in this Agreement may be construed to make the Local Government a partner, agent, employee or joint venturer of the Minister.
 - (ii) The Local Government must not represent that the Local Government or any of its personnel are the employees, agents, partners or joint venturers of the Minister.
- (d) The rights, powers and remedies in this Agreement are in addition to, and not exclusive of, the rights, powers and remedies existing at law or in equity.
- (e) This Agreement supersedes all prior negotiations, understandings and Agreements between the Minister and the Local Government relating to the matters covered by this Agreement and constitutes the full and complete Agreement between the Minister and the Local Government relating to the matters covered by this Agreement.
- (f) This Agreement may only be varied in writing executed by the Minister and the Local Government.
- (g) The Parties agree that Part IF of the *Civil Liability Act 2002* (WA) is excluded and does not apply to the Parties' liabilities under this Agreement.

- (h) This Agreement is governed by the laws of the State of Western Australia. The Minister and the Local Government irrevocably submit to the non-exclusive jurisdiction of the courts of Western Australia.

SCHEDULE**Item 1 (Clause 1.1) Land**

Lot 641 on Deposited Plan 214895 and being the whole of the land in Certificate of Crown Land Title Volume 3139 Folio 767 also known as Reserve 30685

Item 2 (Clause 1.1) Facilities

That portion of the Land as is delineated and hatched on the plan marked "A" annexed hereto

Item 3 (Clause 1.1) School

Onslow Primary School

Item 4 (Clause 1.1) Term

10 years commencing on 1 May 2009 and expiring on 30 April 2019

Item 5 (Clause 1.1) Commencement Date

1 May 2009

Item 6 (Clause 1.1) Further Term

10 years commencing on 1 May 2019 and expiring on 30 April 2029

Item 7 (Clause 1.1) Operating Costs

Activity	Minister	Local Government
Electricity (sub-meter)		100%
Water	100%	
Gardens and structures		100%
Rectification of the grass or plants dying		100%
Major Maintenance of the reticulation to the Facilities		100%
Major Maintenance and/or replacement of the bore, pump and tank servicing the Facilities	100%	

Invoices to the Minister are to be addressed to:

Asset Planning Branch
Department of Education and Training
151 Royal Street
EAST PERTH WA 6004

Item 8 (Clause 14.1) Notices

Minister: Capital Programs Branch,
Department of Education and Training
151 Royal Street
EAST PERTH WA 6004
FAX: 9264 5300

Local Government: President
Shire of Ashburton
Poinciana Street
TOM PRICE WA 6751
FAX: 9189 2252

ANNEXURE A MANAGEMENT COMMITTEE RULES

1 Functions

Subject to direction of the Minister and the Local Government and subject to the provisions of the Licence and of these Rules, the functions of the Management Committee are:

- 1.1 To advise on the management and control of the Facilities by the Parties according to the terms of the Agreement.
- 1.2 To develop community awareness of the potential of the Facilities.
- 1.3 To promote communication between the Department, the Local Government and users of the Facilities, including booking guidelines and procedures.
- 1.4 To make recommendations to the Local Government and the Department on
 - (a) the conditions of hire;
 - (b) hire charges;
 - (c) staffing and maintenance requirements;
 - (d) the settlement of disputes involving management procedures; and
 - (e) the standard of the Facilities.

2 Standing Orders

- 2.1 The Management Committee shall elect a Presiding Member from the Management Committee members who shall preside at all meetings of the Management Committee.
- 2.2 The Management Committee shall elect a Secretary where necessary from the Committee members who will be responsible for taking and distributing minutes, preparing and distributing meeting agendas and keeping appropriate records.
- 2.3 The quorum necessary for the transaction of the business of the Management Committee shall be 4, being 2 representatives of the Minister and 2 representatives of the Local Government.
- 2.4 Each member has 1 vote. In the case of a voting deadlock the matter shall be referred to the Local Government and the Minister for consideration and direction.

- 2.5 The Management Committee shall meet at least once per semester.
- 2.6 The Management Committee may prescribe its own procedure for the day to day running of its affairs but such procedure shall not contravene these Rules, any legislation or other law, or the policies bylaws or regulations of the Minister or any right power authority or duty conferred or imposed on the Local Government and the Minister or any person acting under the authority of including (without limiting the generality of the foregoing) the Principal.
- 2.7 The Management Committee shall not handle any cash. All receipts and payments relating to the operation of the Facilities shall be processed as appropriate by the existing accounting systems of either the Department or the Local Government.
- 2.8 The Management Committee cannot bind either the Department or the Local Government to any monetary or procedural obligation without the prior approval of both Parties or the particular Party in the case of a specific monetary or procedural matter.

3. **Definitions**

Unless the context otherwise requires, in these Rules all words and phrases shall have the same meanings as those ascribed to them in the Agreement.

EXECUTED by the Parties.

SIGNED for and on behalf of the
MINISTER FOR EDUCATION by
PETER JOHN MCCAFFREY
 (Print Full Name)
 the Deputy Director General of the
 Department of Education and Training,
 the officer delegated this authority
 pursuant to sections 224 and 225 of the
School Education Act 1999 (WA)
 in the presence of:

P. McCaffrey

(Signature)

19 / 5 / 2009

(Date)

JAMES WILLIAM THOM
 Witness Full Name (Please print)

James William Thom
 (Signature)

DEPARTMENT OF EDUCATION AND TRAINING
151 ROYAL STREET EAST PERTH WA 6004
 Witness Address (Please print)

PUBLIC SERVANT

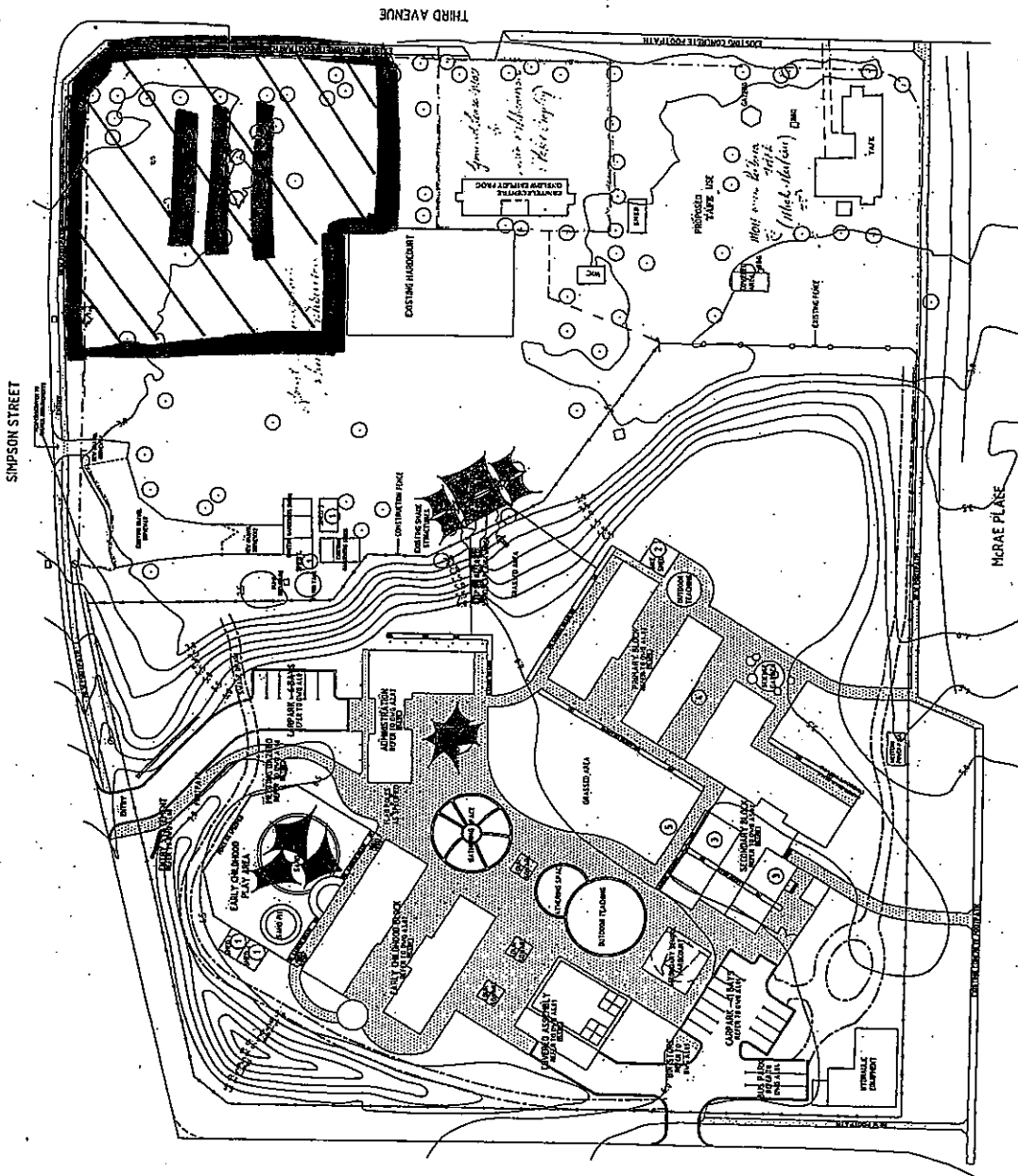
Witness Occupation (Please print)

THE COMMON SEAL of the
 SHIRE OF ASHBURTON was hereunto
 affixed pursuant to a resolution of the
 Council in the presence of



P. McCaffrey
 PRESIDENT

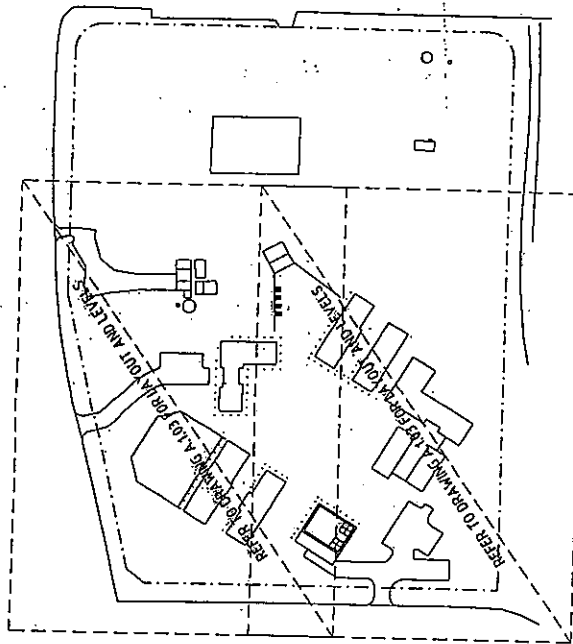
[Signature]
 CHIEF EXECUTIVE OFFICER



SIMPSON STREET

THIRD AVENUE

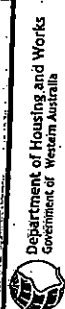
MCBAE PLACE



- ① RELOCATE SHEDS AS DIRECTED ON SITE
- ② RELOCATE OVER TO BATTLE RACKS. REFER TO DRAWING A101
- ③ RELOCATE TRANSPORTABLE BUILDINGS. SHEDS AND COVERED ROOF STRUCTURE ON SITE TO CO-ORDINATE WITH NEW BUILDING. AND RELOC. SHED TO DRAWING A102
- ④ RELOCATE EXISTING MOVIE SCREEN STORAGE. ROT TO LOCATION AS DIRECTED ON SITE.
- ⑤ RELOCATE EXISTING METAL POST HOLDERS FOR MOVIE SCREEN AT LOCATIONS AS DIRECTED ON SITE.

DATE	ISSUE	REVISION
10/10/11	A	FOR TENDER
10/10/11	B	FOR TENDER
10/10/11	C	FOR TENDER

DATE	ISSUE	REVISION
10/10/11	A	FOR TENDER
10/10/11	B	FOR TENDER
10/10/11	C	FOR TENDER



Department of Housing and Works
Government of Western Australia

99 Paul Street East Perth W.A. 6004
Tel: (08) 9222 1444

SITE PLAN
NEW WORKS
ONSLLOW PRIMARY SCHOOL
SIMPSON STREET, ONSLLOW

DATE	ISSUE	REVISION
10/10/11	A	FOR TENDER
10/10/11	B	FOR TENDER
10/10/11	C	FOR TENDER

10/10/11
10/10/11
10/10/11



Community Garden

Meeting Minutes

13 March 2014

Present	Dee Walkington, Denise Wright, Geoff Herbert, Karen Sloan, Apryl Longford (Shire)
Apologies	Monica Handley (TAFE)
Absent	School Representative

Item		Action
1.	<u>Welcome</u> <ul style="list-style-type: none"> • Geoff gave the group a little history of the Garden. • The land belongs to the school, the toilets belong to TAFE. • The committee is made up of community members with a TAFE, Shire and School rep. • The Shire looks after the bookings of the Garden • Busy Bees are held to entice people to get involved. • The garden is free for all to share the produce 	
2.	<u>Notes from the last meeting</u> <ul style="list-style-type: none"> • 7 March 2013 • The TAFE Fence is not moving as discussed • The garden will not be looking at building their own toilets at this stage. • 'Passion of the Pilbara' is held every second year, so there is not a festival this year. • Passion of the Pilbara is to showcase the garden 	
3.	<u>Establish a Working Group</u> <ul style="list-style-type: none"> • Apryl advised that the group should set up a committee to the processes are transparent and the community decides what happens at the garden. • It was decided a Busy Bee is the best way to get people in attendance to vote for positions (Chairperson, Treasurer, Committee Members) • Contact Vicki Harris, Chantelle Salmeri and a Class Teacher • Dee Walkington will take on the Secretary Role • Geoff Herbert will be a Community member and help out at the busy bees • Next Busy Bee Sunday 4 May 2014 <ul style="list-style-type: none"> ○ Morning and end in lunch ○ Meeting before the food is served ○ Sign in sheet on the day 	<p>Apryl will organise a poster for the Busy Bee</p> <p>Geoff will contact Bonnie to cater and book on the Community Garden Account (Held at the Shire)</p> <p>Apryl will contact people to come to the busy bee (as</p>

	<ul style="list-style-type: none"> o Advertise it is three busy bees to become a 'Friend of the Garden' and you can hire the space for no cost. 	nominated)
4.	<p><u>Funding</u></p> <ul style="list-style-type: none"> • Zoe McGowan, from the Shire of Ashburton holds the latest funding for the Community Garden from Chevron (10,000) aprox \$6,000 is remaining for operations. • Geoff is looking to extend the fence at the back of the garden and more artwork to include more sunflowers, a goanna and a kangaroo. (Apryl discussed that permanent fixtures need to be approved by the Shire that they are safe for the public prior to installation) • Geoff has planted seeds in the propagation shed (lettus and greens) • Geoff also mentioned the garden needs a mulcher. Denise advised a mulcher has been donated to the Onslow Kids Kitchen Garden and may be shared. 	<p>Form a committee to make decisions on the garden and infrastructure.</p> <p>Approval required prior to installing artworks</p> <p>Mulcher shared resource</p>
5.	<p><u>Community Water Day</u></p> <ul style="list-style-type: none"> • 22 March 2014 • Denise is organising to celebrate Community Water Day with the kids at the Onslow Kids Kitchen Garden Program. 	No action for the group
6.	<p><u>General Business</u></p> <ul style="list-style-type: none"> • There is a Busy Bee at the Onslow Kids Kitchen Garden (Formally Leaping Lizards) at the end of March 2014. • Dee advised that the sprinklers need to comply with the water authority times (after 6pm) and the correct watering days. • Meeting closed at 6.28pm 	
<p>Next meeting: 4 May 2014 at Community Garden (Busy Bee)</p>		

SHIRE OF ASHBURTON

Administration Centre, P.O. Box 567, Tom Price, 6751
 Telephone (08) 9188 4444
 Facsimile (08) 9189 2252
 Email: soa@ashburton.wa.gov.au



Enquiries: Neil Hartley
 Our Ref: CS01

All communications to be
 addressed to Chief Executive Officer

19 June 2015

Chris Gilmore
 Chairman
 Pilbara Development Commission
 PO Box 51
 WEST PERTH WA 6872

Dear Chris

Re: Onslow Community Gardens Grant – Sponsorship Review Request

As a longstanding resident of Onslow, and its Shire of Ashburton Ward representative, I am generally very much aware of the history of our relatively small community.

I recently became aware of a grant offered by the PDC to our town's community garden, but was concerned that the "sponsor" of that application was not the most appropriate for the proposal.

Whilst the garden is seen by most people in the community as a "Shire Garden", it is in fact Crown Land (Reserve 214895) controlled by Department of Education, but there is a License Agreement which exists between the Department of Education and the Shire of Ashburton. I have attached a copy of the License agreement in the event that one was not provided to you as part of the grant application. Both the Shire and the Department of Education have responsibilities in regard to the License, with the Shire's revolving mostly around the initial construction, and the ongoing maintenance of the area. It also has a particular responsibility (Clause 17) to advertise and promote the Facilities. The Onslow Chamber of Commerce and Industry (OCCI) has no official role within the License.

There is meant to be an active Onslow Community Gardens Management Committee in place (Clause 12) to 'care and manage' the garden, but unfortunately though time and movement of people in Onslow and at the Shire, the effectiveness of this Committee and the process for endorsing membership has faltered. Presently the Committee membership is so low I understand, that it is almost ineffectual, and with the myriad of other issues Onslow has been facing in more recent times, the Shire has not had the resources to promote its revitalisation. I have discussed the situation of the Management Committee with the other Shire Councillors and we all agree that the Onslow Community Garden deserves more attention from the Shire. To that end we have asked our officers to liaise with the Department of Education as to its membership representatives, and develop a formal Shire process to secure (and maintain) the Shire/community membership on the Management Committee. This will require some community consultation and an eventual Council resolution, so it will by its nature, take us several months to finalise.

I have also discussed the situation of the PDC Grant with the other Shire Councillors and whilst we all support the intent of the project proposed by the Onslow Chamber of Commerce and Industry (i.e. to revitalise the Onslow Community Garden with the Onslow community) we believe it is our responsibility as community leaders, to advise the PDC of our concerns that the grant itself should not have been awarded to the OCCI. We appreciate that the Shire of Ashburton has offered initial support for the grant application, but upon reflection our view now is that whilst we would still like the project to progress largely as proposed, we believe it would be more appropriate that the Shire of Ashburton be the proponent/sponsor of the program. We would have preferred to suggest the Onslow Community Gardens Management Committee

itself as it has a direct responsibility under Annexure A to 'develop community awareness' of the gardens, but Annexure A also forbids the Management Committee from handling any cash (that is to be managed by the Department of Education, or the Shire of Ashburton). An appropriate "sponsor" clearly needs to be located for this project/grant to enable it to progress.

In summary the Shire of Ashburton:

1. supports the grant application's intent and wishes for the program proposed to be progressed and to be completed;
2. commits to addressing the matter of "revitalising" the Management Committee in consultation with the Department of Education (and including local community consultation); and
3. requests that the PDC revisit its decision as to whom the grant sponsor should be, in light of the above information and the Department of Education's License presently in place.

If your organisation's consideration of point #3 above could be promptly given, that would be greatly appreciated.

Regards



Kerry White
SHIRE PRESIDENT

CC: Terry Hill
Acting CEO
Pilbara Development Commission



SHIRE OF ASHBURTON

MONTHLY STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

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SHIRE OF ASHBURTON

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

	NOTE	May 2015 Actual \$	May 2015 Y-T-D Budget \$	2014/15 Revised Budget \$	2014/15 Adopted Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
Operating								
Revenues/Sources								
Governance		787,707	959,750	990,074	2,774,600	(172,043)	(17.93%)	▼
General Purpose Funding		5,704,789	5,441,256	5,677,026	5,193,695	263,533	4.84%	
Law, Order, Public Safety		121,856	110,776	127,111	114,030	11,080	10.00%	
Health		234,109	228,512	247,886	251,196	5,597	2.45%	
Education and Welfare		2,107,769	2,145,026	2,163,652	2,220,000	(37,257)	(1.74%)	
Housing		152,841	170,739	224,518	378,952	(17,898)	(10.48%)	
Community Amenities		3,945,390	3,552,066	5,757,090	4,920,491	393,324	11.07%	▲
Recreation and Culture		1,782,055	1,833,869	2,940,484	15,039,114	(51,814)	(2.83%)	
Transport		16,253,570	20,941,515	21,567,236	21,974,649	(4,687,945)	(22.39%)	▼
Economic Services		3,033,509	2,607,913	3,043,044	2,252,970	425,596	16.32%	▲
Other Property and Services		333,860	229,605	276,017	357,435	104,255	45.41%	▲
		34,457,455	38,221,027	43,014,138	55,477,132	(3,763,572)	(9.85%)	
(Expenses)/(Applications)								
Governance		(4,303,224)	(5,043,098)	(5,953,588)	(5,133,964)	739,874	14.67%	▼
General Purpose Funding		(46,969)	(130,811)	(150,062)	(55,936)	83,842	64.09%	▼
Law, Order, Public Safety		(1,983,257)	(1,917,827)	(2,046,229)	(932,643)	(65,430)	(3.41%)	
Health		(549,849)	(641,203)	(704,278)	(734,023)	91,354	14.25%	▼
Education and Welfare		(328,916)	(456,112)	(489,063)	(487,568)	127,196	27.89%	▼
Housing		(900,306)	(681,535)	(906,118)	(865,727)	(218,771)	(32.10%)	▲
Community Amenities		(5,148,477)	(5,710,820)	(6,690,851)	(6,666,591)	562,343	9.85%	
Recreation & Culture		(6,446,363)	(8,044,839)	(8,596,067)	(8,466,365)	1,598,476	19.87%	▼
Transport		(8,959,888)	(9,260,649)	(10,514,412)	(11,169,630)	300,761	3.25%	
Economic Services		(5,172,279)	(5,943,489)	(6,848,082)	(4,720,405)	771,210	12.98%	▼
Other Property and Services		(2,528,863)	(2,240,275)	(1,540,169)	(3,208,233)	(288,588)	(12.88%)	▲
		(36,368,391)	(40,070,659)	(44,438,919)	(42,441,085)	3,702,268	(9.24%)	
Net Operating Result Excluding Rates		(1,910,936)	(1,849,632)	(1,424,781)	13,036,047	(61,304)	3.31%	
Adjustments for Non-Cash								
(Revenue) and Expenditure								
(Profit)/Loss on Asset Disposals		1,281,009	1,269,826	1,251,741	897,270	11,183	(0.88%)	
Movement in Leave Reserve (Added Back)		6,363	3,943	4,301	0	2,420	(61.37%)	
Movement in Deferred Pensioner Rates/ESL (non-current)		0	0	0	0	0	0.00%	
Movement in Employee Benefit Provisions (non-current)		0	0	0	0	0	0.00%	
Adjustment for Rounding		0	89	97	0	(89)	100.00%	
Depreciation on Assets		8,550,331	8,549,515	9,429,694	8,296,250	816	(0.01%)	
Capital Revenue and (Expenditure)								
Purchase Land Held for Resale		(114,054)	(326,200)	(455,000)	(1,075,000)	212,146	65.04%	▼
Purchase Land and Buildings		(1,997,957)	(6,535,009)	(7,766,530)	(24,352,730)	4,537,052	69.43%	▼
Purchase Furniture and Equipment		(72,862)	(103,159)	(132,704)	(107,740)	30,297	29.37%	▼
Purchase Plant and Equipment		(1,948,520)	(1,066,552)	(2,668,763)	(2,749,521)	(881,968)	(82.69%)	▲
Purchase Leasehold Improvements		0	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Roads		(5,905,114)	(6,824,054)	(7,339,190)	(7,934,239)	918,940	13.47%	▼
Purchase Infrastructure Assets - Footpaths		(18,481)	(870,000)	(872,435)	(250,000)	851,519	97.88%	▼
Purchase Infrastructure Assets - Drainage		(977,305)	(1,367,280)	(2,368,607)	(1,369,000)	389,975	28.52%	▼
Purchase Infrastructure Assets - Parks & Ovals		(323,982)	(2,250,355)	(2,380,527)	(6,646,900)	1,926,373	85.60%	▼
Purchase Infrastructure Assets - Aerodromes		(3,492,318)	(6,847,498)	(7,224,508)	(8,134,952)	3,355,180	49.00%	▼
Purchase Infrastructure Assets - Other		(4,410,841)	(8,990,079)	(9,180,189)	(15,623,292)	4,579,238	50.94%	▼
Proceeds from Disposal of Assets		542,687	502,815	752,590	5,265,000	39,872	7.93%	
Repayment of Debentures		(1,533,853)	(1,653,339)	(2,123,050)	(2,123,050)	119,486	7.23%	
Proceeds from New Debentures		3,200,000	3,200,000	3,200,000	3,200,000	0	0.00%	
Advances to Community Groups		0	0	0	0	0	0.00%	
Self-Supporting Loan Principal Income		0	0	0	0	0	0.00%	
Transfers to Restricted Assets (Reserves)		(888,879)	(611,835)	(20,054,095)	(8,354,886)	(277,044)	(45.28%)	▲
Transfers from Restricted Asset (Reserves)		643,861	9,001,590	11,957,459	17,094,459	(8,357,729)	(92.85%)	▼
ADD Net Current Assets July 1 B/Fwd		9,183,914	9,183,914	9,183,914	11,028,600	0	0.00%	
LESS Net Current Assets Year to Date		27,844,776	15,705,267	(49,684)	0	12,139,509	77.30%	
Amount Raised from General Rates		<u>(28,031,713)</u>	<u>(23,288,567)</u>	<u>(28,160,900)</u>	<u>(19,903,684)</u>	<u>(4,743,146)</u>	<u>20.37%</u>	

SHIRE OF ASHBURTON

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015

	2013/14 B/Fwd Per 2014/15 Budget \$	2013/14 B/Fwd Per Financial Report \$	May 2015 Actual \$
NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	6,927,306	7,190,211	23,103,421 *
Cash - Restricted Unspent Grants	1,942,555	1,715,278	1,942,555 *
Cash - Restricted Unspent Loans	1,518,933	1,522,742	1,518,933
Cash - Restricted Reserves	23,907,021	23,848,396	24,093,414 **
Rates - Current	498,010	512,622	969,694
Sundry Debtors	3,812,290	3,469,158	2,439,268
Accrued Income	110,225	177,394	0
Payments in Advance	0	30,769	0
GST Receivable	41,135	401,036	357,748
Provision For Doubtful Debts	(65,283)	(437,873)	(437,645)
Inventories	156,559	197,819	197,819
	<u>38,848,751</u>	<u>38,627,552</u>	<u>54,185,207</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(2,696,681)	(3,781,976)	(1,445,110)
Accrued Expenditure	(142,000)	(178,611)	(142,000)
PAYG Payable	(208,546)	(208,546)	0
Payroll Creditors	0	0	0
Withholding Tax Payable	0	0	0
GST Payable	(2,329)	(446,114)	(116,738)
Other Payables	(106)	(65,537)	9,677
Restricted Funds	0	0	0
Accrued Interest on Debentures	(30,000)	(25,311)	0
Accrued Salaries and Wages	(287,096)	(329,938)	0
Current Employee Benefits Provision	(862,856)	(875,693)	(875,693)
Current Loan Liability	0	(1,540,356)	(6,502)
	<u>(4,229,614)</u>	<u>(7,452,082)</u>	<u>(2,576,366)</u>
NET CURRENT ASSET POSITION	34,619,137	31,175,470	51,608,841
Less: Cash - Reserves - Restricted	(23,907,021)	(23,848,396)	(24,093,414)
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	316,484	316,484	322,847
Add Back : Current Loan Liability	0	1,540,356	6,502
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>11,028,600</u>	<u>9,183,914</u>	<u>27,844,776</u>
Investment Account Balance			
Restricted Cash Reserve **	\$ 22,020,757		
Muni Business Cash Reserve *	19,000,000		
Short Term Investment	5,086,480		

SHIRE OF ASHBURTON
FOR THE PERIOD 1 JULY 2014 TO 31 MAY 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 Actual figures. These variances can occur because of a change in timing of the activity, circumstances change (e.g. a grants were budgeted for but was not received) or changes to the original budget projections. The Report is designed to highlight these issues and explain the reason for the variance.

The Materiality variances adopted by Council are:

Actual Variance to YTD Budget up to 5%:

Actual Variance exceeding 10% of YTD Budget

Actual Variance exceeding 10% of YTD Budget and a value greater than \$20,000:

Don't Report

Use Management Discretion

Must Report

REPORTABLE OPERATING REVENUE VARIATIONS

Governance - Variance above budget expectations

Royalties for Region funding (\$180k) through PDC for a Project Manager to assist with delivery of projects will be received next financial year in quarterly installments (first in Sept). LGIS funding for asbestos register no longer expected to be received.

Community Amenities - Variance above expectations.

Disposal Site Fees for Tom Price & Onslow higher due to budget phased more in June month.

Transport - Variance below expectations.

Third milestone payment for PIP 3, \$1.8mil (gst excl) received in April. The remainder is awaiting further completion of milestones carried over to new financial year, 2015/16.

Economic Services - Variance above budget expectations.

Higher income generated for Onslow Airport Camp due to increased booking for accommodation by external users.

Other Property & Services - Variance above budget expectations

Unbudgeted insurance claim for a damaged light vehicle.

Higher than expected costs on paid parental leave and staff on workers comp. reimbursements.

REPORTABLE OPERATING EXPENSE VARIATIONS

Governance - Variance below budget expectations

Variance mainly attributed by under spending in consultants costs, mostly risk management, major projects, Rio partnership management and media.

Delay in staff recruitment in major projects area meant low salaries cost against budget.

Admin cost allocation lower than expected.

General Purpose Funding - Variance below budget expectations

Landgate GRV property valuation invoice received in June.

Health - Variance below budget expectations

Salaries expense overestimated at budget review due to incorrect allocation of salaries.

Consultants expense not incurred as expected.

Bindi Bindi environmental program not commencing. Funding returned to Chevron in June.

Education and Welfare - Variance below budget expectations

Deliver for Onslow Kids Kitchen Garden program for the year started only in March.

Housing - Variance above budget expectations

Staff housing operational costs higher due to budget phased more in June.

Community Amenities - Variance below budget expectations

Lower spending in general refuse sites especially Onslow refuse site, other two sites have picked up well against budget.

Salaries and Consultant fees have been low in the Planning area as staffing is low.

Generally low spending in other community amenities including works on cemeteries, roadside toilets and others.

Recreation & Culture - Variance below budget expectations

Mainly attributed by delayed settlement of shared utilities bill for the recreation centre to be settled in 2015/16.

Celebrations & Events spending will has picked up in May, will pick up further in June with delivery of events such as Passion of the Pilbara.

Generally lower than expected spendings occurred in other sports & recreation area mainly salaries/wages, Onslow MPC maintenance & Tom Price reserves works programs.

Economic Services - Variance below budget expectations

Lower than expected spending on operating, maintenance and consulting costs for Oceanview Caravan Park.

Other Property and Services - Variance below budget expectations

Mainly attributed to increased spending on Technical Services.

SHIRE OF ASHBURTON
FOR THE PERIOD 1 JULY 2014 TO 31 MAY 2015
Report on Significant variances Greater than 10% and \$20,000

REPORTABLE CAPITAL EXPENSE VARIATIONS

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

Planning and Design work for Onslow Industrial area in progress, service installation to occur next financial year.
 Expenditure for Lot 308 Boonderoo road, Tom Price to occur next financial year.

Purchase of Land & Buildings - Variance below budget expectations.

Tender for Ocean View Caravan Park upgrade is delayed, expected to be ready in June with construction to occur next financial year.
 Paraburdoo Childcare Centre delayed by land tenure issues due to change in location and associated approvals required.
 Paraburdoo Community/Sporting Facility project has not commenced as funding has not been secured.
 Design and planning for New Admin Complex Building has been completed, construction has been delayed by PIP process. Will commence next financial year.

Purchase of Furniture & Equipment - Variance below budget expectations.

Telecommunication equipment for Onslow Office delayed.

Purchase of Plant & Equipment - Variance above budget expectations.

Vehicle purchases occurred ahead of budget schedule.

Purchase of Infrastructure Assets Roads - Variance below budget expectations.

Work on Onslow Access Ring Rd has yet to commence due to a delay in funding.

Purchase of Infrastructure Assets Footpaths - Variance below budget expectations.

Works are substantially complete but invoiced in June. Minor works still to be completed, remaining budget carried over to 2015/16 year.

Purchase of Infrastructure Assets Drainage - Variance below budget expectations.

Works commenced in June.

Purchases of Parks & Ovals - Variance below budget expectations.

Works for Tom Price Lions Park, Paraburdoo skate park, Onslow skate park and Onslow basketball courts commenced in June, remaining budget carried over to 2015/16 year. Tom Price ANZAC Memorial park refurbishment has been delayed due to a reduction in funding.

Purchase of Aerodromes - Variance below budget expectations.

Landside Facilities (PIP3) project at Onslow Airport planned has been delayed to 2015/16 year. Remaining budget carried over.

Purchase of Infrastructure Assets Other - Variance below budget expectations.

Work on projects for Onslow Refuse Site and waste management facility have progressed as planned, but have been delayed. Remaining budget rolled over to 2015/16 year.
 Onslow Landfill Closure was delayed. Works has commenced in June for completion in November 2015.
 Expenditure for Onslow Refuse Transfer Station only commenced in March, remaining budget will be rolled over to 2015/16.
 Tom Price Mall upgrade expenditure has picked up in May & June, to be completed next financial year.

REPORTABLE CAPITAL INCOME VARIATIONS

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

Transfer to Reserves per budget review will occur in June reporting.

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

Transfer from Reserves for specific funded projects planned for June.

Acquisitions of Assets

Capital Expenditure Progress Report at 31 May 2015

GL	Job	Description	Original Budget	Current Budget	Budget YTD	Spending YTD	Remaining Budget
OFFICE OF CEO							
Staff Housing							
097803	BC099	BUDGET ONLY Staff Housing - Security Improvements - All Houses	45,000.00	7,500.00	0.00	0.00	7,500.00
097803	BC112	CAP - 944 First St Onslow	110,000.00	5,000.00	0.00	0.00	5,000.00
097803	BC127	CAP - 325 Third Ave Onslow	15,000.00	14,393.00	14,393.00	0.00	14,393.00
097803	BC136	CAP - 583 Third Ave Onslow	10,000.00	8,571.00	4,981.00	7,088.40	1,482.60
097803	BC142	CAP - 585 Third Ave Onslow	0.00	8,139.00	0.00	8,138.90	0.10
097803	BC163	CAP - 565 Brockman Ave Paraburdoo	20,000.00	0.00	9,948.00	0.00	0.00
097803	BC166	CAP - 571 Brockman Ave Paraburdoo	15,000.00	7,452.00	7,452.00	182.23	7,269.77
097803	BC169	CAP - 172 Hardy Ave Paraburdoo	10,000.00	6,436.00	7,222.00	9,680.61	(3,244.61)
097803	BC172	CAP - 39 Joffre Ave Paraburdoo	10,000.00	7,722.00	6,345.00	0.00	7,722.00
097803	BC178	CAP - 516 Lockyer Ave Paraburdoo	20,000.00	0.00	0.00	0.00	0.00
097803	BC184	CAP - 90 Pilbara Ave Paraburdoo	20,000.00	57,202.00	57,202.00	0.00	57,202.00
097803	BC187	CAP - 56 Whaleback Ave Paraburdoo	0.00	1,672.00	0.00	2,150.49	(478.49)
097803	BC195	CAP - 398 Acalypha St Tom Price	0.00	7,500.00	7,500.00	7,480.00	20.00
097803	BC204	CAP - 279 Carob St Tom Price	0.00	9,000.00	9,000.00	9,853.90	(853.90)
097803	BC207	CAP - 283 Carob St Tom Price	0.00	7,500.00	7,500.00	7,348.00	152.00
097803	BC213	CAP - 178 Cassia St Tom Price	0.00	60,000.00	0.00	8,079.50	51,920.50
097803	BC216	CAP - 126 Cedar St Tom Price	35,000.00	26,083.00	27,433.00	0.00	26,083.00
097803	BC219	CAP - 215 Grevillea St Tom Price	0.00	10,000.00	10,000.00	9,763.05	236.95
097803	BC225	CAP - 1104B Jabbarup St Tom Price	0.00	13,363.00	13,047.00	2,982.72	10,380.28
097803	BC228	CAP - 797 Kulai St Tom Price	20,000.00	1,750.00	9,948.00	0.00	1,750.00
097803	BC237	CAP - 17 Lilac St Tom Price	0.00	8,000.00	8,000.00	7,744.00	256.00
097803	BC240	CAP - 22 Lilac St Tom Price	0.00	9,000.00	9,000.00	8,739.50	260.50
097803	BC246	CAP - 758 Mungarra St Tom Price	5,000.00	11,477.00	11,477.00	8,679.00	2,798.00
097803	BC255	CAP - 261 Poinciana St Tom Price	21,000.00	23,037.00	26,600.00	11,761.34	11,275.66
097803	BC261	CAP - 1152 Tarwonga Crt Tom Price	20,000.00	58,000.00	20,000.00	625.58	57,374.42
097803	BC264	CAP - 825 Warara St Tom Price	0.00	6,000.00	6,000.00	0.00	6,000.00
097803	BC270	CAP - 1143 Yanagin Pl Tom Price	40,000.00	30,226.00	33,000.00	24,018.92	6,207.08
097800	BN144	New Staff Housing Onslow	2,100,000.00	1,500,000.00	0.00	0.00	1,500,000.00
097800	BC265	CAP - 825B Warara St Tom Price	0.00	0.00	0.00	10,973.05	(10,973.05)
			2,516,000.00	1,905,023.00	306,048.00	145,289.19	1,759,733.81
Human Resources							
042125		Test & Tag Machine	0.00	0.00	0.00	0.00	0.00
			0.00	0.00	0.00	0.00	0.00
Visitors Centre - Tom Price							
139993		New Front Doors	0.00	0.00	0.00	0.00	0.00
139995		Asset Expansion Visitor Centre Land & Buildings	0.00	70,000.00	0.00	6,220.00	63,780.00
			0.00	70,000.00	0.00	6,220.00	63,780.00
Total			2,516,000.00	1,975,023.00	306,048.00	151,509.19	1,823,513.81

Acquisitions of Assets

Capital Expenditure Progress Report at 31 May 2015

GL	Job	Description	Original Budget	Current Budget	Budget YTD	Spending YTD	Remaining Budget
COMMUNITY DEVELOPMENT							
Care of Families & Children							
080300	BN455	Paraburdoo Child Care	3,700,000.00	500,000.00	710,000.00	75,360.12	424,639.88
			3,700,000.00	500,000.00	710,000.00	75,360.12	424,639.88
Cultural Activities (East)							
113004		Infrastructure - Christmas Decorations	0.00	0.00	0.00	0.00	0.00
113005		Furniture & Equipment	10,000.00	9,999.00	8,330.00	6,339.61	3,659.39
			10,000.00	9,999.00	8,330.00	6,339.61	3,659.39
Public Halls - Civic Centre, Pavilion							
110004		Furniture & Fittings	2,000.00	2,000.00	2,000.00	3,078.43	(1,078.43)
117323	15031	Ashburton Hall - Curtain Replacement	12,000.00	2,500.00	6,500.00	2,500.00	0.00
117323	15033	Ashburton Hall - Reseal Floor	12,000.00	15,000.00	15,000.00	10,909.09	4,090.91
117323	15079	Tom Price Community Centre Office - Instal Air Cond	21,500.00	9,000.00	9,500.00	9,000.00	0.00
117323	BC325	CAP - Ashburton Hall Paraburdoo	56,740.00	56,240.00	56,740.00	52,249.53	3,990.47
117323	BC327	CAP - Civic Centre Area W Tom Price	25,380.00	25,380.00	25,380.00	23,017.00	2,363.00
117323	BC329	CAP - Community Centre (rear of library) Tom Price	127,140.00	127,140.00	127,140.00	95,713.78	31,426.22
117325	15032	Paraburdoo Ashburton Hall - Safety Rails	50,000.00	50,000.00	50,000.00	0.00	50,000.00
117325	15164	Paraburdoo Ashburton Hall - Safety Rails	60,000.00	60,000.00	30,000.00	15,922.00	44,078.00
117326	15153	Paraburdoo Ashburton Hall - Safety Rails	13,600.00	5,000.00	5,000.00	3,534.00	1,466.00
117327	15154	Paraburdoo Ashburton Hall - Safety Rails	13,000.00	10,000.00	13,000.00	0.00	10,000.00
117327	15166	Paraburdoo Ashburton Hall - Wate Filtration for Air Cons	6,000.00	4,000.00	4,000.00	4,720.00	(720.00)
117327	15167	Paraburdoo Sport Pavilion - Wate Filtration for Air Cons	6,000.00	4,000.00	4,000.00	4,720.00	(720.00)
			405,360.00	370,260.00	348,260.00	225,363.83	144,896.17
Foreshore Areas - Onslow							
112864	15094	Removal and Renewal of Fish Offal Tank	6,000.00	21,180.00	6,000.00	0.00	21,180.00
112864	15211	Onslow Solar Lights - Repairs	15,000.00	15,000.00	15,000.00	0.00	15,000.00
112860	15093	Onslow - Pontoon Tie Down Area	10,000.00	79,640.00	71,412.00	16,500.00	63,140.00
112860	15109	Onslow Foreshore - Bin Surrounds	23,000.00	23,000.00	26,750.00	0.00	23,000.00
112860	C014	Osprey Nest	6,700.00	133.00	6,700.00	132.50	0.50
112860	C015	Front Beach Furniture	8,000.00	8,000.00	8,000.00	1,560.50	6,439.50
112860	GE015	Four Mile Creek Upgrade	0.00	75,000.00	0.00	0.00	75,000.00
			68,700.00	221,953.00	133,862.00	18,193.00	203,760.00
Swimming Pool - Tom Price							
113343	BC335	CAP - Vic Hayton Memorial Pool	4,000.00	34,000.00	34,000.00	0.00	34,000.00
113490	15137	Tom Price Pool - Lights to Playground	5,000.00	5,000.00	5,000.00	0.00	5,000.00
113490	15139	Tom Price Pool - Security Sensor Lighting	3,000.00	3,000.00	3,000.00	0.00	3,000.00
113491	15134	Tom Price Pool - Pool Cleaner	15,345.00	14,261.00	15,345.00	14,261.23	(0.23)
113491	15136	Tom Price Pool - Energy Reduction System	16,600.00	15,899.00	16,600.00	30,391.70	(14,492.70)
116294		Office Equipment	0.00	0.00	0.00	0.00	0.00
			43,945.00	72,160.00	73,945.00	44,652.93	27,507.07
Swimming Pool - Paraburdoo							
112968	15045	Paraburdoo Pool - Pool Name Signange	10,000.00	34,870.00	34,870.00	12,629.25	22,240.75
112968	15210	Paraburdoo Pool - Replace fittings Changes Rooms	20,000.00	20,000.00	10,000.00	0.00	20,000.00
112968	BC345	CAP - Paraburdoo Swimming Pool	4,870.00	4,875.00	34,870.00	4,875.00	0.00
113314	15046	Paraburdoo Pool - Install Variable Speed Pumps	18,065.00	18,065.00	18,065.00	0.00	18,065.00
113320	15035	Paraburdoo Pool - Cilled Water Fountain	12,000.00	12,000.00	12,000.00	11,008.44	991.56
113321	15040	Paraburdoo Pool External Power Points	8,000.00	8,000.00	8,000.00	0.00	8,000.00
113321	15043	Paraburdoo Pool - Pool Lighting	30,000.00	30,000.00	30,000.00	0.00	30,000.00
113321	15047	Paraburdoo Pool - Repairs to Shade shelter	30,000.00	30,000.00	30,000.00	0.00	30,000.00
113321	15051	Paraburdoo Pool - Anti Wave Ropes	8,000.00	6,372.00	8,000.00	6,716.00	(344.00)
			140,935.00	164,182.00	185,805.00	35,228.69	128,953.31
Swimming Pool - Onslow							
117650	15023	Planning & Design Consultant Costs - Onslow Swimming Pool	5,000,000.00	112,200.02	89,760.00	5,015.23	107,184.79
			5,000,000.00	112,200.02	89,760.00	5,015.23	107,184.79
Recreation Centre Tom Price							
112855		Furniture & Equipment	0.00	23,500.00	23,500.00	0.00	23,500.00
			0.00	23,500.00	23,500.00	0.00	23,500.00
Onslow MPC							
110364	15098	Onslow MPC - Ventilation to Plant Room	5,500.00	3,500.00	3,500.00	498.68	3,001.32
110364	15099	Onslow MPC - Install Reception Area	68,000.00	0.00	0.00	0.00	0.00
110364	15104	Onslow MPC - Vapour Sealling Air-Conditioning	88,000.00	55,000.00	55,000.00	55,000.00	0.00
			161,500.00	58,500.00	58,500.00	55,498.68	3,001.32
Other Recreation & Sport							
112774	C035	Tom Price/ Paraburdoo Cricket Nets	435,270.00	422,666.00	442,666.00	422,666.00	0.00
112774	C037	Meeka (Train) Park Construction	12,000.00	12,000.00	12,000.00	0.00	12,000.00
112774	C038	Bird Park, Tom Price	0.00	0.00	0.00	0.00	0.00
117343	BC362	CAP - Sports Pavilion	0.00	0.00	0.00	5,720.00	(5,720.00)
117343	15052	Tom Price Squash Courts - Air Cond	10,000.00	11,359.00	11,359.00	12,268.18	(909.18)
113228	BC375	CAP - Sports Pavilion De Grey Rd Paraburdoo	0.00	0.00	0.00	0.00	0.00
113218	BC372	CAP - MPC Onslow	0.00	0.00	0.00	240.00	(240.00)
113014		Office Equipment	2,000.00	2,000.00	2,000.00	552.63	1,447.37
113230	BE352	Upgrade TP Gym & TP Bowling Club	29,250.00	37,000.00	37,000.00	39,641.75	(2,641.75)
113230	15063	Tom Price Bowling Club - Install New Fence	68,500.00	68,500.00	68,500.00	66,913.61	1,586.39
113230	15121	Tom Price - Upgrade to Bodyline Gym and Bowling Club	45,000.00	45,000.00	40,500.00	42,956.18	2,043.82
113230	15146	Paraburdoo Squash Club - Painting/Tiles/Painting	54,000.00	54,000.00	54,000.00	41,916.50	12,083.50
113231	15122	Onslow Waterspray Park - Install Air Cond to Plant Room	26,000.00	26,000.00	36,000.00	6,240.00	19,760.00
113231	15124	Onslow Waterspray Park - Replace Fencing	45,000.00	31,216.00	0.00	31,216.00	0.00
113231	15125	Onslow Waterspray Park - Replace Pipes	28,000.00	20,000.00	28,000.00	13,403.57	6,596.43
113231	15126	Onslow Waterspray Park - Resealing	16,500.00	16,500.00	16,500.00	14,440.00	2,060.00
113231	15127	Onslow Waterspray Park - Spill Kit & Safety Equip	20,000.00	20,000.00	15,000.00	5,483.61	14,516.39
113231	15149	Paraburdoo - Meeka Park - Repair Train	23,000.00	6,000.00	11,500.00	5,454.55	545.45
113231	15156	Paraburdoo - Meeka Park - Signage	10,000.00	13,750.00	13,750.00	12,314.25	1,435.75
113234	BN375	Paraburdoo Community/Sporting Facility	6,000,000.00	0.01	700,000.00	0.00	0.01
113234	C550	Paraburdoo New Sporting Building Feasibility Study	0.00	140,000.00	119,000.00	19,796.00	120,204.00
113234	GE023	Clem Thompson Oval Redevelopment	164,350.00	435,000.00	280,516.00	235,970.67	199,029.33
113234	GE024	Tom Price Sports Pavilion (New)	4,050.00	4,050.00	4,050.00	0.00	4,050.00
113234	GE026	CT Oval Redevelopment - Project Management Expenses	0.00	0.00	0.00	0.00	0.00
113234	GE027	TP Sport Precinct: Club & Facility Support	100,000.00	100,000.00	100,000.00	82,848.81	17,151.19
138101		Motor Vehicle Purchase	0.00	0.00	0.00	0.00	0.00
			7,092,920.00	1,465,041.01	1,992,341.00	1,060,042.31	404,998.70

Acquisitions of Assets

Capital Expenditure Progress Report at 31 May 2015

GL	Job	Description	Original Budget	Current Budget	Budget YTD	Spending YTD	Remaining Budget
Malls							
100050	C500	Revitalisation Design Mall & Environs	89,130.00	88,239.00	88,239.00	83,868.90	4,370.10
100050	C501	Town Centre Upgrade Works	2,010,870.00	2,010,870.00	2,010,870.00	515,904.81	1,494,965.19
100050	15217	Tom Price Mall - New Public Notice Board	4,000.00	4,000.00	4,000.00	4,100.00	(100.00)
100051	GE014	Paraburdoo Town Redevelopment	1,033,000.00	875,010.00	867,878.00	921,214.76	(46,204.76)
100051	GE028	Para Town Revitalisation - RIO Projects	60,000.00	119,830.00	109,830.00	65,898.39	53,931.61
100051	15161	Paraburdoo - Mall Toilet - Toilet Upgrade	51,410.00	51,000.00	51,000.00	46,631.90	4,368.10
100051	15215	Paraburdoo Town Centre Landscaping	10,000.00	30,000.00	28,000.00	0.00	30,000.00
100051	15231	Paraburdoo Town Centre Car Park Shade Shelters	150,000.00	166,336.00	163,559.00	166,337.23	(1.23)
100065	15058	Tom Price Town Mall - Reseal Pavement	50,000.00	50,000.00	50,000.00	0.00	50,000.00
130105	C064	Village Green Project	0.00	0.00	0.00	0.00	0.00
130106	C301	TP Town Centre Signage	9,050.00	9,050.00	9,050.00	9,050.00	0.00
130106	C302	TP Town Shop Signs	50,080.00	0.00	50,080.00	0.00	0.00
130106	C303	Chilled Water Fountain Para Town Centre	4,880.00	13,140.00	4,880.00	13,140.00	0.00
130106	GE033	TP Town Centre Blades	5,000.00	5,000.00	5,000.00	5,000.00	0.00
			3,527,420.00	3,422,475.00	3,442,386.00	1,831,145.99	1,591,329.01
Other Community Amenities							
051984	C060	CCTV Tom Price & Paraburdoo	37,840.00	24,983.00	24,983.00	24,983.10	(0.10)
100031	C072	Entry Statement Onslow	0.00	0.00	0.00	0.00	0.00
100031	C073	Entry Statement Paraburdoo	0.00	0.00	0.00	0.00	0.00
100028		Asset New Other Community Furniture & Equip	0.00	0.00	0.00	0.00	0.00
107303		CAP - Bldg Prog/Other Community Amenities	51,200.00	51,200.00	33,800.00	46,705.09	4,494.91
			89,040.00	76,183.00	58,783.00	71,688.19	4,494.81
Parks and Ovals							
112742	15143	Line Marking Machines	8,000.00	6,395.00	12,790.00	6,392.87	2.13
112744	C031	Upgrade Peter Sutherland Oval, Paraburdoo	4,420.00	4,053.00	4,420.00	4,052.50	0.50
112870	15086	Tom Price Lions Park - Replace Playground Equip	350,000.00	290,000.00	246,500.00	0.00	290,000.00
112870	15165	Paraburdoo - Anzac Memorial - Revitalisation	50,000.00	50,000.00	50,000.00	45,454.55	4,545.45
112870	15205	Tom Price Anzac Memorial Refurbishment	350,000.00	100,000.00	110,000.00	0.00	100,000.00
112870	15218	Paraburdoo Shopping Mall Replace Playground	40,000.00	57,000.00	20,000.00	0.00	57,000.00
112870	15226	Tom Price - Doug Talbot Park Install Lighting	10,000.00	10,000.00	10,000.00	0.00	10,000.00
112870	15230	Onslow Playground - Install White Sand	80,000.00	76,000.00	76,000.00	68,720.00	7,280.00
112874	C028	Works Prog Area W Retic Replacement	0.00	0.00	0.00	0.00	0.00
112874	C057	Water Cooler Paraburdoo Skate Park	0.00	0.00	0.00	0.00	0.00
112874	C059	Fencing Tom Price Lions Park	0.00	0.00	0.00	0.00	0.00
113019		RSL Memorial Park - Tom Price	0.00	0.00	0.00	0.00	0.00
113040		Playground Upgrade (All Towns)	17,510.00	0.00	17,510.00	0.00	0.00
112740	15108	Onslow Oval - Replace Water Tanks	66,500.00	69,080.00	0.00	62,800.00	6,280.00
112740	15128	Paraburdoo Peter Sutherland Oval - Upgrade Electrical Panels	50,000.00	50,000.00	55,000.00	0.00	50,000.00
112740	15152	Paraburdoo Oval - Upgrade Goals Posts	25,000.00	10,606.00	0.00	10,606.08	(0.08)
112740	15155	Paraburdoo Peter Sutherland Oval - Oval Seating	30,000.00	39,332.00	0.00	39,331.76	0.24
112740	15157	Paraburdoo Peter Sutherland Oval - Signage	10,000.00	10,000.00	15,750.00	12,629.25	(2,629.25)
112740	15158	Paraburdoo Oval - Signage	10,000.00	10,000.00	15,750.00	12,629.25	(2,629.25)
112741	C077	Paraburdoo Skate Park (New Asset)	750,000.00	850,000.00	510,000.00	1,818.54	848,181.46
112741	C078	Skate Park Onslow (New)	1,000,000.00	45,000.00	362,500.00	1,801.01	43,198.99
112741	15144	Paraburdoo - Meeka Park - Chilled Water Fountain	12,000.00	13,586.00	18,586.00	13,129.35	456.65
112741	C049	Onslow Waste Water Re-Use Scheme	70,000.00	0.00	34,969.00	0.00	0.00
112741	C053	Area W Master Plan	175,000.00	175,000.00	102,500.00	24,598.54	150,401.46
112741	C079	Basketball Courts Onslow (New)	3,500,000.00	500,000.01	580,000.00	0.00	500,000.01
112741	C300	Tom Price Skate Park Softfall & Lights	20,870.00	20,870.00	20,870.00	18,972.73	1,897.27
			6,629,300.00	2,386,922.01	2,263,145.00	322,936.43	2,063,985.58
Library - Paraburdoo							
112714		Furniture & Fittings	6,000.00	13,122.00	5,550.00	7,061.20	6,060.80
113838	BC400	CAP - Library Building	8,000.00	8,868.00	8,000.00	6,571.21	2,296.79
			14,000.00	21,990.00	13,550.00	13,632.41	8,357.59
Library - Tom Price							
115164		Furniture & Fittings	900.00	900.00	900.00	100.00	800.00
			900.00	900.00	900.00	100.00	800.00
Other Recreation & Sport (Non Specific. Specific Have Their Own Sub Function)							
112784		Plant & Equipment Capital Expenditure	5,500.00	3,026.00	3,026.00	3,026.00	0.00
113021		Security CCTV Project - Onslow	25,600.00	0.00	0.00	7,438.00	(7,438.00)
113235	15064	Tom Price Clem Thompson Pavilion - Purchase of Floor Cleaner	5,500.00	5,247.00	0.00	5,246.83	0.17
113239	15071	Tom Price Net/Basketball Courts - Chilled Water Fountain	12,000.00	10,804.00	12,000.00	10,804.35	(0.35)
			48,600.00	19,077.00	15,026.00	26,515.18	(7,438.18)
Aged Care							
092268	15118	Onslow Senior Unit 4 - Air Cond	3,000.00	2,936.00	3,000.00	2,935.96	0.04
092269	15100	BUDGET ONLY Onslow Carinya Units Re-Roofing All Units	130,000.00	130,000.00	130,000.00	0.00	130,000.00
092269	15101	BUDGET ONLY Onslow Carinya Units Solar Hot Water All Units	30,000.00	30,000.00	30,000.00	0.00	30,000.00
092269	15102	BUDGET ONLY Onslow Carinya Units Re-Flooring All Units	35,750.00	35,750.00	35,750.00	0.00	35,750.00
092269	BC289	Capital Upgrade Carinya Units (All)	0.00	0.00	0.00	51,184.38	(51,184.38)
			198,750.00	198,686.00	198,750.00	54,120.34	144,565.66
Youth Services - Western Sector							
080400		Plant & Equipment	10,000.00	10,000.00	10,000.00	132.50	9,867.50
			10,000.00	10,000.00	10,000.00	132.50	9,867.50
Total			27,141,370.00	9,134,028.04	9,626,843.00	3,845,965.44	5,288,062.60

Acquisitions of Assets

Capital Expenditure Progress Report at 31 May 2015

GL	Job	Description	Original Budget	Current Budget	Budget YTD	Spending YTD	Remaining Budget
CORPORATE SERVICES							
<u>Business Improvement</u>							
041501		Business Improvement Projects	0.00	0.00	0.00	0.00	0.00
			0.00	0.00	0.00	0.00	0.00
<u>Administration General - Tom Price & Paraburdoo</u>							
045964		Furniture & Fittings	3,000.00	3,000.00	2,700.00	892.73	2,107.27
045984		Office Equipment	10,000.00	5,000.00	6,000.00	414.45	4,585.55
045966		Office Renovations - Tom Price	15,000.00	15,000.00	7,628.00	16,930.53	(1,930.53)
			28,000.00	23,000.00	16,328.00	18,237.71	4,762.29
<u>Administration General - Onslow</u>							
040364		Office Equipment	0.00	0.00	0.00	0.00	0.00
040365		Telecommunications Equipment - Onslow Office	30,000.00	10,000.00	10,998.00	2,963.78	7,036.22
040369	BC015	CAP - Bldg Prog/Administration Building Onslow	0.00	0.00	0.00	0.00	0.00
040369	FC015	Onslow Administration Bldg - Construction After Fire	0.00	0.00	0.00	0.00	0.00
040369	FD015	Onslow Administration Building - Fire Demolition/Clean-up	0.00	0.00	0.00	0.00	0.00
045969	15195	Tom Price - Office Accommodation Investigation	50,000.00	40,000.00	42,000.00	23,730.07	16,269.93
040376	BN100	Onslow Admin Complex Construction	8,075,000.00	1,500,000.00	1,470,000.00	24,319.44	1,475,680.56
040376	BN101	Planning & Design costs	0.00	500,000.00	300,000.00	157,104.92	342,895.08
040374		Furniture & Fittings	2,000.00	0.00	200.00	19.74	(19.74)
			8,157,000.00	2,050,000.00	1,823,198.00	208,137.95	1,841,862.05
<u>Information Technology</u>							
042464		Computer Equipment	0.00	20,200.00	0.00	13,075.56	7,124.44
042465		Communication Equipment	0.00	14,000.00	14,000.00	13,381.00	619.00
			0.00	34,200.00	14,000.00	26,456.56	7,743.44
<u>Cemeteries</u>							
100016		Onslow Cemetery Upgrade	500.00	0.00	252.00	0.00	0.00
100018		Toilets Onslow Cemetery	0.00	0.00	0.00	0.00	0.00
			500.00	0.00	252.00	0.00	0.00
Total			8,185,500.00	2,107,200.00	1,853,778.00	252,832.22	1,854,367.78
DEVELOPMENT & REGULATORY SERVICES							
<u>Fire Prevention</u>							
051704		Fire Control Vehicles	0.00	0.00	0.00	0.00	0.00
			0.00	0.00	0.00	0.00	0.00
<u>Fire Brigades</u>							
051727		Asset New Fire Brigades Land & Buildings	0.00	0.00	0.00	0.00	0.00
			0.00	0.00	0.00	0.00	0.00
<u>Animal Control Eastern Sector</u>							
051734		Upgrade Dog Pound Tom Price	10,000.00	10,000.00	10,000.00	17,550.00	(7,550.00)
			10,000.00	10,000.00	10,000.00	17,550.00	(7,550.00)
<u>Animal Control Western Sector</u>							
051755		Upgrade - Onslow Dog Pound	0.00	0.00	0.00	0.00	0.00
			0.00	0.00	0.00	0.00	0.00
<u>Ranger Services</u>							
051735		Upgrade Dog Pound Para	12,000.00	12,000.00	12,000.00	120.45	11,879.55
			12,000.00	12,000.00	12,000.00	120.45	11,879.55
<u>Statutory Services</u>							
072354		Mosquito Fogger Storage Sheds	1,000.00	1,000.00	918.00	0.00	1,000.00
			1,000.00	1,000.00	918.00	0.00	1,000.00
Total			23,000.00	23,000.00	22,918.00	17,670.45	5,329.55

Acquisitions of Assets

Capital Expenditure Progress Report at 31 May 2015

GL	Job	Description	Original Budget	Current Budget	Budget YTD	Spending YTD	Remaining Budget
STRATEGIC & ECONOMIC DEVELOPMENT							
<u>Tourism & Area Promotion Eastern Sector</u>							
134848	C600	Installation of Town Entry Signage	18,000.00	4,120.00	18,000.00	4,120.00	0.00
134852	15150	Paraburdoo - Upgrade Visitor Info Bay Camp Rd	100,000.00	100,000.00	0.00	1,668.18	98,331.82
135008		Signage - Onslow	0.00	60,000.00	0.00	0.00	60,000.00
			118,000.00	164,120.00	18,000.00	5,788.18	158,331.82
<u>Tourism & Area Promotion Onslow</u>							
134948	BC440	CAP - Onslow Sun Chalets	1,500.00	0.00	750.00	0.00	0.00
134953		Asset New Tourism & Area Promotion - Onslow PLANT & EQUIPMEN	6,000.00	0.00	0.00	0.00	0.00
			7,500.00	0.00	750.00	0.00	0.00
<u>Museums</u>							
114619	BC410	CAP - Building Prog Onslow Museum	0.00	0.00	0.00	0.00	0.00
114630		Furniture & Equipment	4,000.00	4,000.00	1,998.00	0.00	4,000.00
114631	15232	Old Onslow Risk Assessment Consultancy	50,000.00	50,000.00	25,000.00	0.00	50,000.00
114631	15233	Old Onslow Risk Mitigation Works	100,000.00	100,000.00	75,000.00	0.00	100,000.00
			154,000.00	154,000.00	101,998.00	0.00	154,000.00
<u>Ocean View Caravan Park</u>							
134255	BE438	Ocean View Caravan Park Upgrade	2,000,000.00	500,000.01	567,500.00	175,254.78	324,745.23
134255	BE438	CAP - Ocean View Caravan Park	0.00	0.00	0.00	0.00	0.00
134255	BE439	Ocean View Caravan Park Managers Residence Redevelopment	200,000.00	200,000.00	99,960.00	0.00	200,000.00
			2,200,000.00	700,000.01	667,460.00	175,254.78	524,745.23
<u>Tom Price Industrial Land Development</u>							
140154	W657	Boonderoo Subdivision/Survey expenses - Lot 308	220,000.00	220,000.00	109,956.00	0.00	220,000.00
140154	W658	Boonderoo Subdivision/Survey expenses - Lot 350	0.00	0.00	0.00	0.00	0.00
140154	15190	Tom Price Industrial Land - Planning	15,000.00	15,000.00	15,000.00	0.00	15,000.00
140164	W661	Design & Plan expenses - Boonderoo Lot 350	0.00	0.00	0.00	0.00	0.00
140174	W654	Services Installation - Boonderoo LIA subdivision (Lot 350)	0.00	0.00	0.00	0.00	0.00
140174	W653	Services Installation - Boonderoo LIA subdivision (Lot 308)	0.00	0.00	0.00	0.00	0.00
			235,000.00	235,000.00	124,956.00	0.00	235,000.00
<u>Tom Price Residential Land Development</u>							
140074	W652	Pilkena/Yaruga St - Subdivision	620,000.00	0.00	0.00	6,377.13	(6,377.13)
140077	C063	Purchase of "Lazy Land"	100,000.00	400,000.00	400,000.00	22,000.00	378,000.00
			720,000.00	400,000.00	400,000.00	28,377.13	371,622.87
<u>Onslow Industrial Development</u>							
147312		Subdivision Surveying & Plans	0.00	0.00	0.00	102.40	(102.40)
147315		Design & Plan Expenses	150,000.00	150,000.00	131,244.00	107,574.51	42,425.49
147318		Services Installation - Onslow Industrial Land	70,000.00	70,000.00	70,000.00	0.00	70,000.00
			220,000.00	220,000.00	201,244.00	107,676.91	112,323.09
<u>TV & Radio Re-Broadcasting</u>							
113784		Broadcasting Equipment	0.00	0.00	0.00	0.00	0.00
			0.00	0.00	0.00	0.00	0.00
<u>Town Site Revitalisation - Eastern</u>							
041047	BC442	Strategic Office Paraburdoo - Refurbishment	0.00	20,000.00	20,000.00	0.00	20,000.00
			0.00	20,000.00	20,000.00	0.00	20,000.00
Total			3,654,500.00	1,893,120.01	1,534,408.00	317,097.00	1,576,023.01

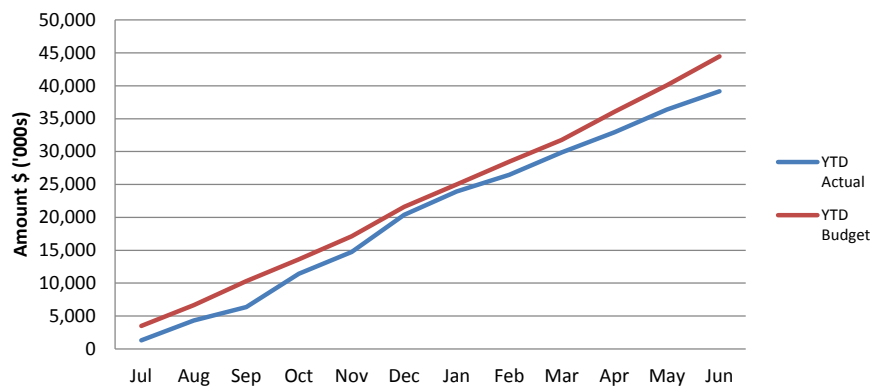
Acquisitions of Assets

Capital Expenditure Progress Report at 31 May 2015

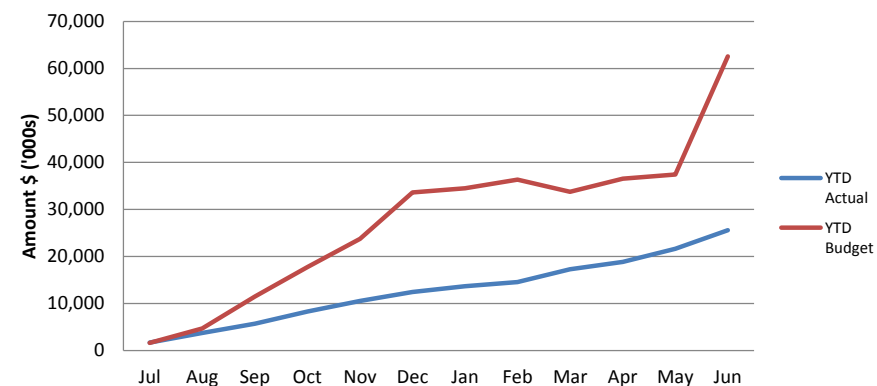
GL	Job	Description	Original Budget	Current Budget	Budget YTD	Spending YTD	Remaining Budget
INFRASTRUCTURE							
Depots							
127380	15018	Tom Price Depot Office Expansion	350,000.00	425,339.00	420,148.00	386,654.64	38,684.36
127383	BC415	CAP - Depot Buildings Tom Price	0.00	0.00	0.00	0.00	0.00
127383	BC417	CAP - Depot Buildings Onslow	0.00	0.00	0.00	0.00	0.00
127383	BC419	CAP - Depot Buildings Paraburdoo	0.00	0.00	0.00	0.00	0.00
			350,000.00	425,339.00	420,148.00	386,654.64	38,684.36
Road Plant Purchases							
124954		Plant & Equipment Capital Expenditure	1,222,000.00	1,086,397.00	572,000.00	681,530.20	404,866.80
124964		Motor Vehicle	917,000.00	943,000.00	0.00	889,105.08	53,894.92
124966		Asset New Motor Vehicles Plant & Equipment	144,000.00	144,000.00	71,970.00	7,160.46	136,839.54
124956		Asset New Plant Plant & Equipment	222,911.00	199,924.00	222,911.00	223,322.46	(23,398.46)
			2,505,911.00	2,373,321.00	866,881.00	1,801,118.20	572,202.80
Onslow Airport							
120014	C400	Initial Expenses	0.00	0.00	0.00	0.00	0.00
120014	C401	Project Initiation	0.00	0.00	0.00	0.00	0.00
120014	C402	Airstrip Construction	0.00	0.00	0.00	0.00	0.00
120014	C403	Terminal Construction	617,952.00	1,877,849.00	1,636,742.00	582,950.15	1,294,898.85
120014	C404	Construction Camp	0.00	0.00	0.00	0.00	0.00
120014	C406	Shire Feasibility Studies	0.00	0.00	0.00	261.65	(261.65)
120014	C408	Screening Equipment & Conveyor system	882,500.00	884,672.00	882,500.00	688,882.22	195,789.78
120014	C410	Landside Facilities - PIP 3B	5,631,950.00	3,199,997.00	3,189,746.00	1,129,258.60	2,070,738.40
120014	C411	Water Main Diversion FAA	0.00	0.00	0.00	0.00	0.00
120014	C412	Instrument Approach FAA	0.00	55,600.00	0.00	55,600.00	0.00
120014	C413	PIP4 Emergency Services	818,550.00	969,040.00	923,710.00	946,944.03	22,095.97
120014	C414	Onslow Airport Outdoor Furniture	34,000.00	87,350.00	80,800.00	88,421.10	(1,071.10)
120015	C407	Emergency Evacuation Works - Wheatstone	0.00	0.00	0.00	0.00	0.00
120016	15203	Onslow Aripot - General Aviation Lease Area Preparation	100,000.00	100,000.00	84,000.00	0.00	100,000.00
120016	15206	Onslow Airport Drainage Improvement	50,000.00	50,000.00	50,000.00	0.00	50,000.00
120018	15237	Onslow Airport - Backup Generator Terminal	90,000.00	61,734.00	63,927.00	54,088.45	7,645.55
120018	15238	Onslow Airport Back Up Generator Runway Lighting	20,000.00	20,000.00	20,000.00	0.00	20,000.00
124084		Plant & Equipment Capital Expenditure	0.00	100,000.00	0.00	0.00	100,000.00
			8,244,952.00	7,406,242.00	6,931,425.00	3,546,406.20	3,859,835.80
Urban Stormwater Drainage							
102388	GE022	Onslow Storm Surge Protection	0.00	0.00	0.00	0.00	0.00
124470	C151	Works Prog Paraburdoo Urban Drainage Reconstruct	1,330,000.00	1,330,028.00	1,328,280.00	975,577.45	354,450.55
124470	C157	Drainage Mctnce Program CCTV	39,000.00	39,000.00	39,000.00	1,727.30	37,272.70
124470	GE090	Storm water Drainage Renewal Paraburdoo (CLGF)	0.00	999,579.00	0.00	0.00	999,579.00
			1,369,000.00	2,368,607.00	1,367,280.00	977,304.75	1,391,302.25
Construction Streets, Roads, Bridges, Depots							
124440	15223	BUDGET ONLY - Asset New Street Lighting	200,000.00	11,534.00	0.00	11,534.28	(0.28)
124440	C251	Capital Construction Onslow Street Lighting	0.00	0.00	0.00	0.00	0.00
124441	C225	Construction of Cattle Grids	0.00	0.00	0.00	0.00	0.00
124441	C229	Onslow Access Ring Rd - Desgin & Prelim	0.00	1,248,515.00	1,248,515.00	19,120.00	1,229,395.00
124450	C218	Weano/Banjima Drive Prep 10Km for seal SLK 00-10	3,665,000.00	2,463,966.00	2,463,966.00	2,404,766.96	59,199.04
124450	15019	Roebourne Wittenoom Rd Reconstruct & Seal	838,804.00	4,131.00	50,000.00	4,130.98	0.02
124460	C202	Nameless Valley Road Preliminaries	0.00	0.00	0.00	0.00	0.00
124460	C208	Reseals	471,000.00	509,998.00	444,568.00	517,350.33	(7,352.33)
124460	15016	Pannawonica Millstream Rd Renewal	1,919,885.00	1,610,000.00	1,403,750.00	1,469,969.59	140,030.41
124460	15225	Paraburdoo - Camp Rd Replace Trees	7,700.00	9,391.00	8,931.00	9,390.50	0.50
124460	C217	Roubourne Wittenoom 19.4 - 47.9 Major resheet	0.00	1,481,655.00	1,204,324.00	1,468,851.81	12,803.19
124461	15204	BUDGET ONLY Road Resheeting	831,850.00	0.00	0.00	0.00	0.00
			7,934,239.00	7,339,190.00	6,824,054.00	5,905,114.45	1,434,075.55
Maintenance Streets, Roads, Bridges, Depots							
124659		Road Counters	0.00	2,011.00	0.00	2,010.70	0.30
			0.00	2,011.00	0.00	2,010.70	0.30
Sanitation - General Refuse							
100025		Plant & Equipment Capital Expenditure	10,000.00	10,000.00	10,000.00	6,505.09	3,494.91
100024	C002	Works Prog Paraburdoo Refuse Site Upgrade	100,000.00	100,000.00	100,000.00	17,560.74	82,439.26
100024	C004	New Waste Management Facility Income	2,500,000.00	500,000.00	587,500.00	37,478.83	462,521.17
100026	C003	Works Prog Onslow Refuse Transfer Station	2,800,000.00	3,200,000.00	3,200,000.00	1,785,083.31	1,414,916.69
100036	C065	Onslow Tip Closure	300,000.00	300,000.00	300,000.00	160,551.83	139,448.17
100036	C075	Onslow Liquid Waste	57,000.00	57,000.00	57,000.00	0.00	57,000.00
100036	C076	Onslow Waste Site Project - Feasibility Project	45,902.00	45,903.00	45,903.00	16,526.50	29,376.50
100036	15021	Waste Management Strategy	250,000.00	250,000.00	250,000.00	9,246.02	240,753.98
100036	15209	Tom Price - Replace Garden Shed	6,000.00	6,034.00	6,000.00	6,317.81	(283.81)
			6,068,902.00	4,468,937.00	4,556,403.00	2,039,270.13	2,429,666.87
Footpaths							
124530	C099	BUDGET ONLY - Asset New Footpaths	250,000.00	250,000.00	250,000.00	0.00	250,000.00
124530	C101	Works Prog Dual Pathway Paraburdoo (C)	0.00	0.00	0.00	5,628.56	(5,628.56)
124530	C103	Works Prog Tom Price Footpaths (Capital)	0.00	2,435.00	0.00	12,381.85	(9,946.85)
124530	C651	Footpath Construction- New Subdivision (Warara/Pilkana/Yaruga)	0.00	620,000.00	620,000.00	471.07	619,528.93
			250,000.00	872,435.00	870,000.00	18,481.48	853,953.52
Total			26,723,004.00	25,256,082.00	21,836,191.00	14,676,360.55	10,579,721.45
Total YTD Capital Expenditure at 31 May 2015			68,243,374.00	40,388,453.05	35,180,186.00	19,261,434.85	21,127,018.20

Income and Expenditure Graphs

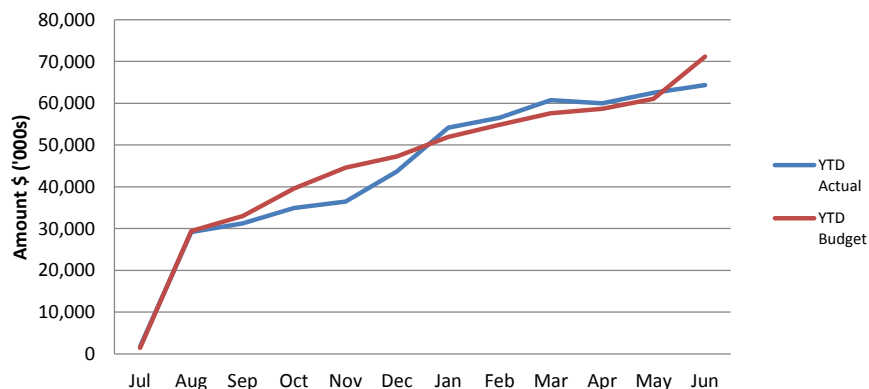
Operating Expenditure May 2015



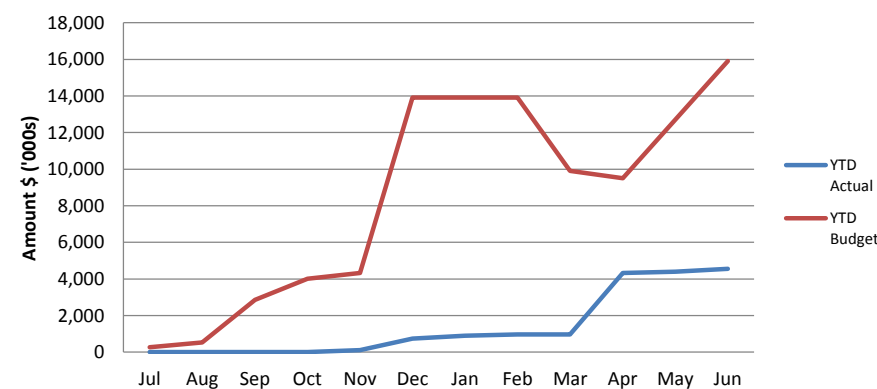
Capital Expenditure May 2015



Operating Income May 2015

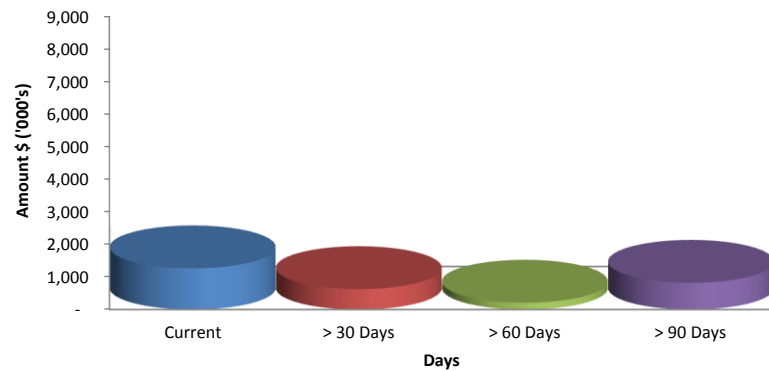


Capital Income May 2015

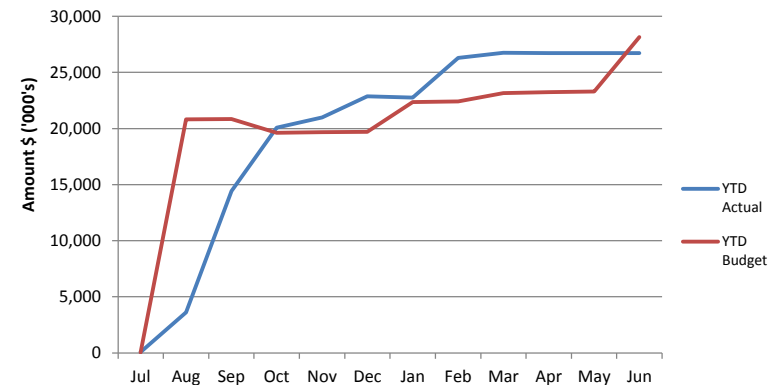


Other Graphs

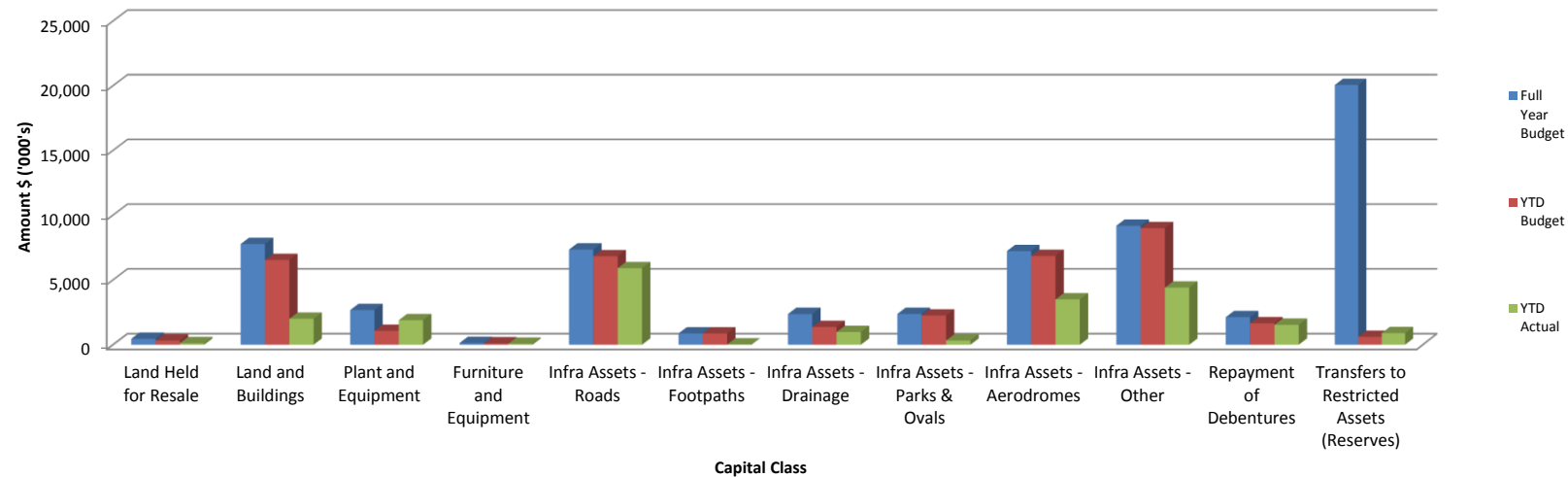
Sundry Debtors Amount O/S June 2015



Current YTD Rates Income as at 30/06/15



Capital Expenditure - May



Private Works Register to 31 May 2015

Private Works Job #	Job Description	Costs			Income			Profit/(Loss)	% Margin
		31/05/2015	30/06/2014	TOTAL COSTS	31/05/2015	30/06/2014	TOTAL INCOME		
		2014/15	2013/14		2014/15	2013/14			
		Financial Year Costs	Financial Year Costs		Financial Year Income	Financial Year Income			
X001	Works Prog Private Works	2,624	32,194	34,819	5,783	7,953	13,736	(21,083)	(60.55%)
X005	Private Works - Sealing Aggregate Production	0	0	0	0	0	0	0	0.00%
X003	Kiss and Drop Tom Price	0	0	0	0	0	0	0	0.00%
X007	Nanutarra Munjina Rd	5,447	18,484	23,931	4,952	0	4,952	(18,979)	(79.31%)
X008	Playground - Birds Park	0	0	0	0	0	0	0	0.00%
X009	Private Works Nameless Valley Camp	0	2,112,654	2,112,654	2,579	2,178,173	2,180,752	68,098	3.22%
X010	Fortescue Falls Carpark	0	0	0	0	0	0	0	0.00%
X017	P/Wks Hire of Road Sweeper	7,293	4,540	11,833	22,266	14,377	36,644	24,811	209.67%
X018	Onslow Airport Apron & Landing Node Extension	0	0	0	0	0	0	0	0.00%
X019	Hammersley Gorge Works	0	170,314	170,314	0	284,269	284,269	113,955	66.91%
X020	P/Wks Roadworks & Repairs Strothers Court Tom Price	0	0	0	0	0	0	0	0.00%
X023	P/Wks RTIO - White Quarts Road Maintenance	0	0	0	0	0	0	0	0.00%
X024	P/Wks - RTIO LIA Acces Road Improvements	16,280	84,255	100,535	34,100	289,489	323,589	223,054	221.87%
X025	P/Wks - Hire of Grade	0	0	0	0	0	0	0	0.00%
X028	P/Wks - BHPB Juna Downs Rd	0	0	0	0	0	0	0	0.00%
X029	P/Wks - Grading WaterCorp Roads	2,799	0	2,799	8,318	0	8,318	5,519	197.20%
X030	P/Wks - RTIO Paraburdoo Caravan Park	0	0	0	0	0	0	0	0.00%
X031	P/Wks - Nameless Valley Camp Extension	0	0	0	0	0	0	0	0.00%
X032	Onslow Airport Camp	0	2,686,103	2,686,103	0	2,377,943	2,377,943	(308,160)	(11.47%)
X033	P/Wks Gregory Way Subdivision	0	111,852	111,852	0	131,903	131,903	20,051	17.93%
X034	P/Wks - IBN Wakathuni & Bellary	711	2,653	3,363	0	0	0	(3,363)	(100.00%)
X035	P/Wks - RTIO Marandoo Roads	0	0	0	0	0	0	0	0.00%
X036	Gardening and Maintenance Work Exp	4,733	373	5,106	2,857	2,472	5,328	222	4.34%
X037	P/Wks BHPB - GNH/Coondewanna Intersection Upgrade	0	63,197	63,197	0	85,145	85,145	21,948	34.73%
X038	Private Works - DEC & DSD	0	1,275	1,275	0	0	0	(1,275)	(100.00%)
X039	Karingal Car Park	0	555,155	555,155	0	927,821	927,821	372,666	67.13%
X040	P/Wks to Wombat Crossing	0	12,142	12,142	0	31,033	31,033	18,890	155.57%
X041	P/Wks - Karajini Road works	58,071	0	58,071	0	0	0	(58,071)	(100.00%)
		97,958	5,855,192	5,953,150	127,993	6,330,578	6,458,572	505,421	8.49%

	Income	Expense	Profit/(Loss)
2014/15	127,993	97,958	30,035
2013/14	6,330,578	5,855,192	475,386
	6,458,572	5,953,150	505,421

LIST OF PAYMENTS FOR JUNE 2015

Municipal Payments

Chq/EFT	Date	Name	Description	Amount
EFT29944	04/06/2015	ABCO PRODUCTS	Cleaning Products	729.67
EFT29945	04/06/2015	ACACIA CONNECTION PTY LTD	Acacia Connection EAP 2015 3rd Quarter	511.50
EFT29946	04/06/2015	ANWYL HARDWIRED	Strategic Consultancy Services for Chevron MOU. Purchase order for invoices received for services provided March 2015 to June 2015.	5,500.00
EFT29947	04/06/2015	APRA - Australasian Performing Right Ass	Licence year 01.04.15 - 31.03.15 - Invoice period 01.04.15 - 30.06.15 (invoice 1 of 4)	204.87
EFT29948	04/06/2015	AUSTRALIAN INSTITUTE OF MANAGEMENT	Onsite Training Leading Others - 13-15 April Effective Communication 16-17 April	23,771.59
EFT29949	04/06/2015	ALLMARK & ASSOCIATES	25 staff Name Badges	379.50
EFT29950	04/06/2015	BOYA EQUIPMENT	HI VIS Ranger Decal	165.00
EFT29951	04/06/2015	BYBLOS CONSTRUCTIONS-TOM PRICE	Various maintenance and repairs	52,437.00
EFT29952	04/06/2015	BUDGET CAR AND TRUCK RENTAL	Staff hire cars. Emma Heys, Chantelle Bryce, Sari Keating, Morgwyn Jones, John Moylan (trainer)	1,343.67
EFT29953	04/06/2015	DENVER TECHNOLOGY	Network Engineer, Systems Administrator	8,387.50
EFT29954	04/06/2015	DEPARTMENT OF TRANSPORT	Jetty Licence Renewal Fee - Jetty Number 4095 - Onslow	37.20
EFT29955	04/06/2015	DELL COMPUTER	CAL145W7PF4AU - Dell Latitude E5450/5450	5,302.66
EFT29956	04/06/2015	DIRECT OFFICE FURNITURE	Delta Manual High Back Chair - Black	626.51
EFT29957	04/06/2015	ERA CONTRACTORS	Various repairs and maintenance	1,687.58
EFT29958	04/06/2015	ESS COMPASS GROUP	Due to staff shortage we required a relief cleaner for 4 days 27+28 April & 4+5 May 2015. order number 157902	1,407.38
EFT29959	04/06/2015	ESS GUMULA PTY LTD - ROCKLEA PALMS	Lunch and Afternoon Tea for the PGC Workshop being held on Thursday 16 April - 13 attendees	319.22
EFT29960	04/06/2015	FUJI XEROX AUSTRALIA PTY LTD	Sales Invoice/ Lease Agreements June - July	2,582.82
EFT29961	04/06/2015	HOYLAKE NOMINEES T/AS MCMAHON BURNETT TRANSPORT	Delivery Charges	2,222.11
EFT29962	04/06/2015	HQ MANAGEMENT	Preparation, evaluation and award of RFT - Storm water Drainage Infrastructure Audits as per Drainage Investigation Project & outlined in Asset Management scope of works	1,851.30
EFT29963	04/06/2015	ICONIC WATER SOLUTIONS PTY LTD	Quarterly maintenance on WWTP	7,018.00
EFT29964	04/06/2015	INCLUSION WA	Inclusive Communities Project 3rd Instalment Apr - June 2015	8,534.16
EFT29965	04/06/2015	IT VISION AUSTRALIA PTY LTD	SynergySoft Upgrade	1,257.30
EFT29966	04/06/2015	J BLACKWOOD & SON Pty Ltd	Purchase of various products	3,422.26
EFT29967	04/06/2015	JASON SIGNMAKERS	Water over road signs plus stand legs.6 in total plus legs	448.80
EFT29968	04/06/2015	KEY2CREATIVE	External signage Tom Price Visitor Centre, website updates to include a mobile responsive design, 12 months subscription to Key2Mail	10,394.50
EFT29969	04/06/2015	KHB MOBILE MECHANIC PTY LTD	Manufacture of stand for airport art (fish)	1,071.57
EFT29970	04/06/2015	KI EQUIPMENT HIRE PTY LTD	Week ending 24.05.15 - Onslow Shell and BP	1,311.89
EFT29971	04/06/2015	KARRATHA SMASH REPAIRS	Repair damage to front end of vehicle	3,540.48
EFT29972	04/06/2015	LESTOK TOURS PTY LTD	Airport Transfer for numerous staff	1,151.00
EFT29973	04/06/2015	LIND CONSULTING	Governance and Policy Consultancy	2,475.15
EFT29974	04/06/2015	LISA HANNAGAN	Emergency accommodation in Port Hedland - Unable to transit to Karratha as road closed due to flooding	258.83
EFT29975	04/06/2015	LEADKINTO CATERING PTY LTD - RED BREEZE	Catering for training sessions	320.00
EFT29976	04/06/2015	MABEL GOUGH	Fuel for hire car - travel for community lease inspections on buildings and waster	71.60
EFT29977	04/06/2015	MAMABULANJIN ABORIGINAL CORPORATION	Plants - Onslow	1,843.40
EFT29978	04/06/2015	MAJOR MOTORS PTY LTD	Travel associated costs to travel from Port Hedland to Tom Price in order to carry out warranty repairs on PTR25 . Approximate value	1,750.00
EFT29979	04/06/2015	MODERN TEACHING AIDS PTY LTD	Purchase of books	194.54
EFT29980	04/06/2015	NATURE PLAY SOLUTIONS	Progress payment 1 - 40% of agreed cost at 40% completion of work for the installation of a Nature Based Playspace	144,633.28
EFT29981	04/06/2015	NATIONWIDE OIL - TRANSPACIFIC	Oil Collection from Tom Price Waste Disposal Facility	1,241.90
EFT29982	04/06/2015	NORTH WEST TREE SERVICES	Tree removal Shire Admin Office First Ave remove Abizia tree and stump grind.	2,390.00
EFT29983	04/06/2015	OMG TEMPORARY TATTOOS (ProColour)	500 temporary tattoos - Community Development	215.50
EFT29984	04/06/2015	ONSLow SPORTS CLUB	Club Hire including Bar Tab	903.00
EFT29985	04/06/2015	PANNAWONICA VOLUNTEER FIRE AND RESCUE	Catering for Pizza evening - Beyond Blue Visit	400.00
EFT29986	04/06/2015	PILBARA DESIGNS	Banner Design	192.50
EFT29987	04/06/2015	PILBARA FOOD SERVICES P/L	Coffee pods for Paraburdoo team	92.00
EFT29988	04/06/2015	PILBARA INDUSTRIES CONSTRUCTION & MAINTENANCE	Repair Pump and Replace Creepy Crawley/ return pool to clean state	2,612.94
EFT29989	04/06/2015	PILBARA MOTOR GROUP	Vehicle repairs and maintenance	1,688.91
EFT29990	04/06/2015	PARABURDOO MEDICAL CENTRE	Hepatitis A+B consultation (includes cost of tetanus)	187.05
EFT29991	04/06/2015	PILBARA TREE SERVICES	Remove dead gum tree and grind stump, between shopping centre and De Grey Road, Paraburdoo	1,980.00
EFT29992	04/06/2015	PRACSYS	Update to Karratha - Tom Price Road Concept Approval Report - Modelling Alterations including GST	3,437.50
EFT29993	04/06/2015	RISKID	Marg Hemsley - Risk Management & Strategic Corporate Plan	4,570.80
EFT29994	04/06/2015	SHAWSETT TRAINING & SAFETY	4x4 training	4,829.19
EFT29995	04/06/2015	SHERATON PERTH - FOUR POINT	Accommodation (and security bond) for Emma Heys to attend Procurement Network and Associated meetings in Perth 13 - 15 May at the Four Point Sheraton	432.50
EFT29996	04/06/2015	SIGMA CHEMICALS	Purchase of Chemicals	110.02
EFT29997	04/06/2015	SIMMONE VAN BUERLE	Gift card for Ross Chadwick- winner of the June Active Ashburton Volunteer of the month	25.00
EFT29998	04/06/2015	STAPLES AUSTRALIA PTY LIMITED	Various stationery items	753.31
EFT29999	04/06/2015	STEMS SOLUTIONS Pty Ltd	STEMS Monthly Lease Licence January, February, May & June 2015	220.00
EFT30000	04/06/2015	TOM PRICE BETTA ELECTRICAL	1x Fridge, 1x TV, 1x Washing Machine, including \$15 delivery- Set up of new staff accommodation	4,225.00

LIST OF PAYMENTS FOR JUNE 2015

EFT30001	04/06/2015	TOM PRICE HOTEL MOTEL	Accommodation in Tom Price for Cr Lorraine Thomas for the Ordinary Meeting of Council May 2015 18 May 2015 -19 May 2015	229.00
EFT30002	04/06/2015	TOM PRICE MEDICAL CENTRE	Staff Hepatitis A & B consultation	324.10
EFT30003	04/06/2015	TOM PRICE TYREPRO	Tyre Repairs and replacement	1,811.90
EFT30004	04/06/2015	TOM PRICE TYRES	Tyre Repairs and replacement	11,168.00
EFT30005	04/06/2015	TONY AVELING & ASSOCIATES PTY LTD	Safety Rep Course	9,816.41
EFT30006	04/06/2015	WALGA - WA LOCAL GOV. ASSOC.	Print media costs for RFT 09/15 Design and Construction of the Paraburdoo Child Care Centre - West Australian 25/04/2015, Pilbara News 29/04/2015, Closure works and Rehabilitation Onslow Landfill	6,259.76
EFT30007	04/06/2015	WESTRAC PTY LTD	Purchase of Parts	170.36
EFT30008	11/06/2015	ABCO PRODUCTS	Purchase of cleaning products	1,028.49
EFT30009	11/06/2015	ABLE WESTCHEM	AC580 acid detergent	117.25
EFT30011	11/06/2015	ALISON WEST	Scholastic books purchase for programs run at all shire libraries. Gift to kids for story in park events	248.00
EFT30012	11/06/2015	ANIKA SERER	Taxi service for meetings in Perth on 10.4.15-11.4.15 and 10.5.15 - 11.5.15 with BHP, Chevron RPS PDC and travel to/from airport	157.22
EFT30013	11/06/2015	ANITTEL PTY LTD	Meraki MR18 IEEE 802.11n 600 Mbps Wireless Access MR18-HW \$562.67 \$562.67 Point - ISM Band - UNII Band - 1 x Network (RJ-45) - Desktop, Wall Mountable	932.80
EFT30014	11/06/2015	ANNWEN PETTIT	Site visit to Tom Price from Meekatharra- Fuel costs. Travel to TP Sunday 10.05.15 return Saturday 16.05.15	212.52
EFT30015	11/06/2015	ANWYL HARDWIRED	Strategic Consultancy Services for Chevron MOU. Purchase order for invoices received for services provided April to June 2015.	5,142.50
EFT30016	11/06/2015	AUSTRALIA POST	Postage charges for May 15	1,037.07
EFT30017	11/06/2015	AUTOMATIC SOLUTIONS	Supply of Boom gates and Components	7,052.00
EFT30018	11/06/2015	ALL RID PEST MANAGEMENT	Pest control Ant spray internal & external	302.50
EFT30019	11/06/2015	ALLTRACK WA PTY LTD	Hire of equipment	156,915.00
EFT30020	11/06/2015	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	Debtor payments May 15	1,926.81
EFT30021	11/06/2015	AUSTRALIAN TAXATION OFFICE - PAYG	Monthly PAYG withholding for large Withholders for May 2015	216,369.00
EFT30022	11/06/2015	BINNING PTY LTD	Semi Water Cart hire	12,250.00
EFT30023	11/06/2015	BIRD SPIKES AUSTRALIA PTY LTD	20m Narrow Base Bird Spikes + freight	225.00
EFT30024	11/06/2015	BJ & A BUILDING AND MAINTENANCE	Repair and maintenance works	5,002.80
EFT30025	11/06/2015	BLUE FORCE PTY LTD	Quarterly Alarm Monitoring MPC Fire and Security System June 2015 - June 2016	117.36
EFT30026	11/06/2015	BYBLOS CONSTRUCTIONS-TOM PRICE	Various repair and maintenance works	117,458.00
EFT30027	11/06/2015	BOB WADDELL CONSULTANT	Assistance fair Value and Depreciation queries raised by the auditors at interim -	185.63
EFT30028	11/06/2015	BRIDGETOWN DESIGN AND PRINT	Production work for Active Ashburton	300.00
EFT30029	11/06/2015	BUDGET CAR AND RENTAL	Staff hire of vehicles, Simmone, Murphy James	1,164.31
EFT30030	11/06/2015	CASH & CARRY	Vending Machine Stock - Onslow Airport	5,251.53
EFT30031	11/06/2015	CHEF MASTER AUSTRALIA	5 boxes of Chefmaster Roadside Litter Bags	688.50
EFT30032	11/06/2015	CLEVER PATCH PTY LTD	Purchase of a number of Craft/Art supplies	2,159.06
EFT30033	11/06/2015	CMW GEOSCIENCES PTY LTD	Geotechnical investigations I555 Cameron Avenue (existing basketball courts - proposed skate park)	27,225.00
EFT30034	11/06/2015	COLLINS BOOKSELLER SOUTHLANDS	Purchase of stock for Onslow, Tom Price and Pannawonica Library	1,667.58
EFT30035	11/06/2015	CRAVE JUICE BAR	Catering for Chevron Meeting with Anika 28.05.15 and Workshop and Clem Thompson Sports Pavilion	177.50
EFT30036	11/06/2015	CROWN RELOCATIONS	Relocation for Jon Tapper	3,924.00
EFT30037	11/06/2015	CENTREL T/A BP RELIANCE PETROLEUM	Fuel deliveries to Onslow Airport	42,478.55
EFT30038	11/06/2015	CITY BARN	20 x 20kg bags of Variety Shapes Dog Biscuits - Kennels	523.00
EFT30039	11/06/2015	COATES HIRE OPERATION (TP)	Hire of equipment	1,412.66
EFT30040	11/06/2015	DENISE WRIGHT	Harmony Day brunch Catering, Onslow kids Kitchen Garden Cooking, fuel reimbursement	669.05
EFT30041	11/06/2015	DENVER TECHNOLOGY	Constellation es.3 4tb data 3.5in 7200rp maximise your data footprint	1,087.06
EFT30042	11/06/2015	DICE SOLUTIONS	Various electrical works	3,333.52
EFT30043	11/06/2015	DINGO DE CONSTRUCTION	Excavator 60 hours. Pick up of tyres from Paraburdoo Waste site back to Tom Price - Road Train Hire, excavator hire	33,780.00
EFT30044	11/06/2015	DIRECT TRADES SUPPLY P/L	Purchase of chemicals, Hunter Pro 4 Popup Sprinkler	353.10
EFT30045	11/06/2015	DREADS	Provision of cleaning and gardening services for the month of May 2015	3,124.00
EFT30046	11/06/2015	E & MJ ROSHER PTY LTD	various parts	1,447.15
EFT30047	11/06/2015	EMPLOYMENT TRAINING SOLUTIONS	EWP Training, Forklift	2,400.00
EFT30048	11/06/2015	ERA CONTRACTORS	Various maintenance and repairs	2,007.50
EFT30049	11/06/2015	ESS THANLANYJI P/L	Back charges for May, meals at the Aerodrome Camp	422.86
EFT30050	11/06/2015	FMG PILBARA PTY LTD	Refund due to overpayment	317.41
EFT30051	11/06/2015	FORTESCUE CRICKET ASSOCIATION	Kid Sport vouchers Lachlan Maloney	80.00
EFT30052	11/06/2015	GHD PTY LTD	RFT 43/14 Contract for Unsealed Roads Data Collection Audit	64,697.33
EFT30053	11/06/2015	GREGORY AND KATY BIFFIN	Purchase of tea towels and shower curtains	100.00
EFT30054	11/06/2015	GRIFFIN VALUATION ADVISORY	Professional Desktop Valuation Service of Lot 16 Onslow Road, Onslow	1,320.00
EFT30055	11/06/2015	HISCONFE	1 x Scope two door fridge TME 1000 -Set up of new staff house	2,475.00
EFT30056	11/06/2015	HOME HARDWARE KARRATHA	Stihl HT 101 Professional Pole Saw	1,499.00
EFT30057	11/06/2015	HQ MANAGEMENT	Onslow Shire Complex	12,443.07
EFT30058	11/06/2015	INITIAL HYGIENE / PINK HYGIENE SOLUTIONS	Monthly Sanitary bin disposal charges for July 2015	2,340.06
EFT30059	11/06/2015	INNOVAGROUP PTY LTD	Innova Group to supply mitylite portable flooring suitable for tap dancing for the Tom Price Community Centre. Innova Group will supply 36 tiles (7.3m x 7.3m). The quotation includes flooring, edges, corners and cart plus delivery.	40,683.50
EFT30060	11/06/2015	ISS INTEGRATED SERVICES Pty Ltd	BBQ and drinks catering for Welcome to Town event May 2015, General Supplies	1,030.56

LIST OF PAYMENTS FOR JUNE 2015

EFT30061	11/06/2015	INDEPENDENT VALUERS OF WESTERN AUSTRALIA PTY LTD	Desktop valuation of lots at Onslow Airport Industrial Subdivision (englobe Lot 9000) for leasing & Independent Valuers of WA- Lot 85 Onslow Road Onslow	3,190.00
EFT30062	11/06/2015	J BLACKWOOD & SON Pty Ltd	Purchase of staff clothing and protective gear	1,380.70
EFT30063	11/06/2015	JR & A HERSEY PTY LTD	General spares and tools	551.38
EFT30064	11/06/2015	JUMPING PUDDLES COMMUNITY CONSULTANCY	Introduction to Grant Writing Workshop	2,915.00
EFT30065	11/06/2015	KARRATHA TRANSPORT PTY LTD	Delivery of 15 bags of 25g salt products from Poolmart Karratha to Onslow Airport.	264.00
EFT30066	11/06/2015	KEITH PEARSON	Keith Pearson - Consultancy Fees for the Month of April 2015 - Wittenoom Litigation	3,388.00
EFT30067	11/06/2015	KEY2CREATIVE	External signage Tom Price Visitor Centre- GST component of invoice	622.00
EFT30068	11/06/2015	KI EQUIPMENT HIRE PTY LTD	Fuel for week ending 31.05.15	401.10
EFT30069	11/06/2015	KW & KA VINCENT	Small Assistance Donation to Jenaya Vincent towards travel costs associated with BMXA National Championships in Brisbane	200.00
EFT30070	11/06/2015	KARRATHA INTERNATIONAL HOTEL	Accommodation 27.05.18- 28.05.15	280.00
EFT30071	11/06/2015	LIND CONSULTING	Governance and Policy Consultation	480.00
EFT30072	11/06/2015	LYONS & PEIRCE KARRATHA	Repair and maintenance works	8,645.01
EFT30073	11/06/2015	LANDGATE	Rural UV GEN VALS First 500 Shared 2014/2015, Mining Tenements, Land Enquiry and DLI Licenses	3,523.48
EFT30074	11/06/2015	M. JOYCE CRANE HIRE	Crane hire - for the lift of the old terminal building including fuel levy	358.33
EFT30075	11/06/2015	MOTORPASS	Fuel for May 2015	952.42
EFT30076	11/06/2015	MODERN TEACHING AIDS PTY LTD	Community Development - Wooden Boomerangs - Pack of 10, Bubbles and wands, Welcome Event 20.06.15	714.56
EFT30077	11/06/2015	N-COM PTY LTD	Scheduled Bi annual maintenance of the Digital Television Retransmission site Onslow	3,666.53
EFT30078	11/06/2015	NAJA BUSINESS CONSULTING SERVICES	Review and research Paraburdoo Community Hub business case as per Phase 1 of Proposal dated 26 March 2015 (quote does not include travel and accommodation costs)	7,872.99
EFT30079	11/06/2015	NORTHERN STAR RESOURCES LTD	Overpayment of Rates	352.52
EFT30080	11/06/2015	NORWEST REFRIDGERATION SERVICES	Clean barrel fan in lounge Air Conditioner and repair Air Conditioner to bedroom, carry out repairs to Ice Freezer	835.16
EFT30081	11/06/2015	NSWP Pty Ltd	Tender RFT 33/14 - Tom Price & Paraburdoo Waste Disposal Sites Tyre and Shredding Services	264,862.39
EFT30082	11/06/2015	NTC CONTRACTING	Repairs to airport after rain event	12,882.10
EFT30083	11/06/2015	NORTH WEST TREE SERVICES	Remove and stump Grind in rear yard and damaged gum in front yard	3,550.00
EFT30084	11/06/2015	OFFICE CHOICE MALAGA	Purchase of stationery for the Tom Price Library	270.74
EFT30085	11/06/2015	ONSITE RENTAL GROUP OPERATIONS (WA) (Statewide Equip Hire)	Hire of 35KVA generator - May & June, Hire of 6 KVA generator - 1 month	2,662.83
EFT30086	11/06/2015	ONSLow LAUNDRY SERVICE	Laundry charges for the month of May 2015	2,087.69
EFT30087	11/06/2015	ONSLow TYRE SERVICE	Vehicle repairs and maintenance	450.00
EFT30088	11/06/2015	ONSLow VISITORS CENTRE	Advertising for events, flyers and posters	2,820.00
EFT30089	11/06/2015	ONSLow GENERAL STORE	Purchase of various Grocery items	2,725.54
EFT30090	11/06/2015	PILBARA DESIGNS	Production/formatting of 2 (two) questionnaires for Onslow Kids Kitchen Garden, Amendments made to Short Film festival Workshop poster	440.00
EFT30091	11/06/2015	PILBARA FOOD SERVICES P/L	Office refreshments for Community Development, purchase of milk, tea bags and sugar	363.40
EFT30092	11/06/2015	PILBARA INDUSTRIES CONSTRUCTION & MAINTENANCE	Sea container for 1152 Tarwonga street	1,650.00
EFT30093	11/06/2015	PILBARA MOTOR GROUP	Purchase Toyota Hilux 4x4 S/C T/D A/T SR, Purchase of Toyota Hilux Workmate	71,770.47
EFT30094	11/06/2015	PLANNING INSTITUTE AUSTRALIA - WA DIVISION	Regional Conference Registration Lee Reddell & Andrew Patterson July 1-3 2015	540.00
EFT30095	11/06/2015	PARABURDOO IGA	Various purchases	557.01
EFT30096	11/06/2015	PILBARA TREE SERVICES	Removal of She oak Tree and stump grind, South Road, Tom Price	1,980.00
EFT30097	11/06/2015	POOLMART KARRATHA	Purchase of Pool Salt	420.00
EFT30098	11/06/2015	PROTECTOR ALSAFE	Purchase of staff safety gear -Work Boots	418.61
EFT30099	11/06/2015	QUALITY PRESS	Business cards for Melissa Raffan	172.70
EFT30100	11/06/2015	REBUS BUSINESS SOLUTIONS	Prince2 Training for Michelle Tovey 23-26/06/2015	2,189.00
EFT30101	11/06/2015	SAS LOCKSMITHS	4 x padlocks and keys for Onslow Visitor Centre	934.08
EFT30102	11/06/2015	SIGMA CHEMICALS	Purchase of chemicals and products	1,458.55
EFT30103	11/06/2015	SKIPPERS AVIATION PTY LTD	Flights Paul Byard - Perth - Onslow 25th May	422.00
EFT30104	11/06/2015	STAPLES AUSTRALIA PTY LIMITED	Various stationery items	319.79
EFT30105	11/06/2015	SYBA SIGNS	Purchase of signage Tom Price Library	315.70
EFT30106	11/06/2015	STATE LIBRARY OF WA	Freight Charges	1,549.90
EFT30107	11/06/2015	TAYLOR MADE ART	Delivery of Onslow Community Art Project	3,915.00
EFT30108	11/06/2015	THE PILBARA CLEAN MACHINE	Remove calcium from exterior and full internal detail	1,375.00
EFT30110	11/06/2015	TOLL IPEC PTY LTD	Delivery Charges	138.61
EFT30111	11/06/2015	TOM PRICE BETTA ELECTRICAL	2x DVD TV'S for Maurice and Kim's house & Delivery	898.00
EFT30112	11/06/2015	TUSS CONCRETE PTY LTD	Cement per tonne delivered to intersection of Roebourne Wittenoom Road and the Pannawonica Millstream Road	10,188.75
EFT30113	11/06/2015	THE WORKWEAR GROUP - NEAT AND TRIM	Uniform order Tegan Parsons, Neil Hartley, Cindy, Madleine, Amanda, Hollie	1,627.94
EFT30114	11/06/2015	TOM PRICE HOTEL MOTEL	Accommodation for Cr Lorraine Thomas, Special meeting 05.06.15-06.06.15	247.72
EFT30115	11/06/2015	TOM PRICE MEDICAL CENTRE	Staff Hepatitis A & B full treatments	167.05
EFT30116	11/06/2015	TOM PRICE TYREPRO	Vehicle repairs and maintenance	3,679.60
EFT30117	11/06/2015	TOM PRICE TYRES	Vehicle repairs and maintenance - Tyres	4,043.00
EFT30118	11/06/2015	TRISLEY'S HYDRAULIC SERVICES P/L	Granudo Dry Chlorine 10kg Tubs	886.87
EFT30119	11/06/2015	URBAN FOUNTAINS & FURNITURE P/L	PF 600 Pet Accessible fountain - Streetwise Silver	6,413.00
EFT30120	11/06/2015	VISION IDZ	Magicard colour dye film and delivery	771.10
EFT30121	11/06/2015	VIVA ENERGY AUSTRALIA LTD	6783.69 Litres Fuel - Shell	12,645.90
EFT30122	11/06/2015	WA LIBRARY SUPPLIES	Purchase for the Libraries	582.35
EFT30123	11/06/2015	WANNEROO TROPHY SHOP	Pewter Mug - Charles 580mls and engraving	220.38
EFT30124	11/06/2015	WATER 2 WATER	Filter set plus freight	229.00
EFT30125	11/06/2015	WEST COAST HIFI CANNINGTON	West Coast Hi-Fi to supply the Shire of Ashburton with projector items	18,373.00

LIST OF PAYMENTS FOR JUNE 2015

EFT30126	11/06/2015	WESTERN AUSTRALIAN SYMPHONY ORCHESTRA	Refund for hire of the Community Garden 20.05.15	20.00
EFT30127	11/06/2015	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan Repayment, Capital , Interest and Guarantee Fee	13,451.16
EFT30128	11/06/2015	WESTRAC PTY LTD	Machinery repairs and maintenance	795.35
EFT30139	17/06/2015	ERTECH PTY LTD	35/14 Construction of the Onslow Waste Transfer Station	1,315,508.07
EFT30129	15/06/2015	BJK PUBLISHING & PHOTOGRAPHY	BJK Publishing - Sales for April 2015	112.00
EFT30130	15/06/2015	CINDY DIPPEL	Cindy Dippel - Community Centre Bond & Key Bond	100.00
EFT30131	15/06/2015	CRAIG WILSON	Craig Wilson - Refund of Gym Bond Card	15.00
EFT30132	15/06/2015	FRANK RICHARDSON	Frank Richardson - Sales for May 2015	1,737.60
EFT30133	15/06/2015	KADE GABLEISH	Kade Gableish - Refund of Gym Bond Card	15.00
EFT30135	15/06/2015	NEVILLE DONALDSON	Neville Donaldson - Refund of Bond	1,000.00
EFT30136	15/06/2015	PARABURDOO LADIES SOFTBALL CLUB	Paraburdoo Women's Softball - Key Bond refund	100.00
EFT30137	15/06/2015	ROBYN NIELSON	Robyn Nielson - Refund of Bond paid for house at Unit 6 Discovery Park Onslow	1,000.00
EFT30138	17/06/2015	LESTOK TOURS PTY LTD	Lestok Mine Tours - Sales for April 2015	5,446.98
EFT30140	17/06/2015	RIO TINTO - PILBARA IRON COMPANY SERVICES Pty Ltd	Reimbursement for second collections from Paraburdoo Airport for April 2015 & 1 week of May 2015 8 x 1.1m3 bulk bin = \$469.84	1,064.27
EFT30141	17/06/2015	BJK PUBLISHING & PHOTOGRAPHY	Total Sales for May 2015	273.00
EFT30142	17/06/2015	LESTOK TOURS PTY LTD	Gorge Tours for May 2015	2,061.00
EFT30143	19/06/2015	100% SATISFACTION	Supply and install aluminium covers to all wall corners and Empty Container	3,212.00
EFT30144	19/06/2015	A D BLOEM	Cr Tony Bloem travel expenses for Onslow Council Meeting 20.5.15	936.70
EFT30145	19/06/2015	ABCO PRODUCTS	Purchase of cleaning products	1,701.99
EFT30146	19/06/2015	ACACIA CONNECTION PTY LTD	EAP hours during May 2015	682.00
EFT30147	19/06/2015	ALL INTERACTIVE DISTRIBUTION	Purchase of stock for the Paraburdoo & Onslow Library	462.62
EFT30148	19/06/2015	AUSTRAL POOL SOLUTIONS	VPSP540 Swimplex float white	237.60
EFT30149	19/06/2015	AUSTRALIAN HUMAN RESOURCES INSTITUTE LIMITED	AHRI Membership Helen Melville 15/16	360.00
EFT30150	19/06/2015	AUSTRALIA DAY COUNCIL OF WESTERN AUSTRALIA	WA30 Outstanding Achievement Medallion Gold (with case)	46.00
EFT30151	19/06/2015	BOUVELL PTY LTD	Install 25*25 mesh to small chook pen	2,024.51
EFT30152	19/06/2015	BOYA EQUIPMENT	To supply Blades	324.42
EFT30153	19/06/2015	BYBLOS CONSTRUCTIONS-TOM PRICE	Refund of Planning Fees for Planning Application 15-40 due to exemption from requiring planning approval	147.00
EFT30154	19/06/2015	BLOCKBUSTER MOUNT LAWLEY - EMPIRE CITY	Purchase of items for Paraburdoo Library	90.00
EFT30155	19/06/2015	BOB WADDELL CONSULTANT	Assistance for Chevron Rates Refund query	74.25
EFT30156	19/06/2015	CHEVRON AUSTRALIA PTY LTD	Bindi Bindi Project funding back to Chevron (Community Spirit Funding)	21,872.40
EFT30157	19/06/2015	CMW GEOSCIENCES PTY LTD	Geotechnical Investigations I555 Cameron Avenue (existing basketball courts - proposed skate park)	11,077.00
EFT30158	19/06/2015	COLLINS BOOKSELLER SOUTHLANDS	Purchase of stock for Paraburdoo library	159.72
EFT30159	19/06/2015	CYL-SAFE	Return transportation from Victoria to Tom Price and Return Airfares from Victoria to Tom Price	15,950.00
EFT30160	19/06/2015	CECILIA FERNANDEZ	Pannawonica Council Meeting 17.9.14 - 1028km, Paraburdoo Council Meeting 19.11.14 - 160km, Paraburdoo Council Meeting 18.02.15 - 160km, Onslow Council Meeting 15.05.15 - 842km, Taxi fare PRC Meeting 12.5.15 WALGA Breakfast - Accommodation 5.5.15, Council Meeting 20.03.15- Lunch, Dinner and Breakfast	2,373.48
EFT30161	19/06/2015	CITY OF KARRATHA	General support to Shire of Ashburton Library staff as per the Activity Plan for 2014 - 15 financial year	1,956.22
EFT30162	19/06/2015	DENVER TECHNOLOGY	Network Engineer, Senior Services to complete project. As discussed with Al and John, the initial T&M estimate is looking to over-run by 4 to 8 hours and hence we have raised this quote as a variation, 3 year SSL Certificate	1,259.98
EFT30163	19/06/2015	DEPARTMENT OF HOUSING	Rent Charges 01.06.15 - 05.07.15	7,425.00
EFT30164	19/06/2015	DIRECT TRADES SUPPLY P/L	Purchase of a Pump Trash 4 Diesel	6,480.00
EFT30166	19/06/2015	ERA CONTRACTORS	Repair Air Conditioner - 5B Maunsell, Onslow	620.61
EFT30167	19/06/2015	FAMILIA CAFE	Morning Tea for PMG Meeting on Friday 22 May 2015 for 5 people at Paraburdoo Project Office	70.00
EFT30168	19/06/2015	FUJI XEROX AUSTRALIA PTY LTD	Support Services	819.07
EFT30169	19/06/2015	GARY ANDERSON-SMITH	Reimbursement of medical invoice 51175EW & 51051EW	256.20
EFT30170	19/06/2015	HALDEN BURNS PTY LTD	Purchase Order 2 - Strategic Consultancy Service for Tom Price - Karratha Route.	4,427.50
EFT30171	19/06/2015	HAYS SPECIALIST RECRUITMENT AUSTRALIA PTY LTD	Wages for Kylie Bacon week ending 24.5.2015	771.74
EFT30172	19/06/2015	HOYLAKE NOMINEES T/AS MCMAHON BURNETT TRANSPORT	Delivery Charges	56.66
EFT30173	19/06/2015	HQ MANAGEMENT	Onslow Airport Civil	18,548.22
EFT30174	19/06/2015	IP CAMERAS AUSTRALIA PTY LTD	CCTV repairs - Onslow	2,805.00
EFT30175	19/06/2015	J BLACKWOOD & SON Pty Ltd	Hitachi Hedge Trimmer 21.1cc 500mm Ocean View Caravan Park Approx. Delivery 7-10 days , Staff work boots	624.01
EFT30176	19/06/2015	JR & A HERSEY PTY LTD	24 x safety glasses for staff, Protective clothing	842.13
EFT30177	19/06/2015	KEITH PEARSON	Keith Pearson - Consultancy Fees for the Month of May 2015 - Wittenoom Litigation	4,936.21
EFT30178	19/06/2015	KEY2CREATIVE	Interior Tom Price Visitor Centre, Create artwork for Wristbands, printing A5 Postcards, Passion of the Pilbara design and development concept, Poster and Banners	7,716.50
EFT30179	19/06/2015	KI EQUIPMENT HIRE PTY LTD	Fuel - week ending Sun 14th June 2015 Onslow BP and Shell	793.93
EFT30180	19/06/2015	L J HOOKER	Rent due 13.06.15 - 12.07.15	22,582.96
EFT30181	19/06/2015	LGMA (WA) DIVISION	2015 LGMA Mentors and Aspiring Leaders Conference - Sam Byard & Jayde Robbins	940.00
EFT30182	19/06/2015	LIND CONSULTING	Governance and Policy Consultation - June 2015	600.00
EFT30183	19/06/2015	LORRAE BATTEN	Small Assistance Grant for RFDA Race Fundraiser	200.00
EFT30184	19/06/2015	LYONS & PEIRCE KARRATHA	Maintenance and Repair works	462.55
EFT30185	19/06/2015	LANDMARK ENGINEERING AND DESIGN T/AS EXTERIA STREET & PARK OUTFITTERS	240L Foreshore Aluminium MGB Surround - The cabinet and hood are constructed from fully enclosed aluminium sections in colour anodised finish. The colour to be Olive Mist , the bin top is a seamless stainless steel litter receptacle.	17,422.90

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EFT30186	19/06/2015	LEADKINTO CATERING PTY LTD - RED BREEZE	5x Sandwich platter for 4WD Training	165.00
EFT30187	19/06/2015	LEEUWIN CIVIL	Paraburdoo Drainage - Part C. Preliminaries, pipework and structures	162,822.66
EFT30188	19/06/2015	MERCURE HOTEL PERTH	Accommodation for Troy Davis for Airport & Waste Meetings 27.05.15 - 29.05.15	380.00
EFT30189	19/06/2015	MICHAEL DUNNE - MOWER MAN	Gardening contract at Pannawonica Library for the month of May	471.00
EFT30190	19/06/2015	MUZZYS HARDWARE - RED DAWN ENTERPRISES PTY LTD T/A	Purchase of various items	817.65
EFT30191	19/06/2015	MODERN TEACHING AIDS PTY LTD	School Holiday Program supplies for Paraburdoo	439.16
EFT30192	19/06/2015	NATURE PLAY SOLUTIONS	Design and Construction of the Tom Price Clem Thompson Oval Playground by Nature Play Solutions as per RFT 06/15 - progress payment	72,316.64
EFT30193	19/06/2015	NETWORK EDUCATIONAL AUSTRALIA	Purchase of books for the Paraburdoo Library	279.00
EFT30194	19/06/2015	NEXUS WA	Delivery Charges	60.04
EFT30195	19/06/2015	ONSITE RENTAL GROUP OPERATIONS (WA) (STATEWIDE EQUIPMENT HIRE)	Hire of GS 0607 - 6 KVA Silenced DSL generator - April & May	1,193.57
EFT30196	19/06/2015	ONSLow TYRE SERVICE	Strip and fit Truck Tyre	187.00
EFT30197	19/06/2015	ONSLow VISITORS CENTRE	A4 Colour- January School holiday Program Article, B&W Onslow keepers' Morning Tea Flyer	280.00
EFT30198	19/06/2015	ORBIT HEALTH & FITNESS SOLUTIONS	Purchase and repair - Gym equipment	1,693.34
EFT30199	19/06/2015	PETER FOSTER	Travel from Tom Price to Onslow OCM training - 989km, Pilbara/Kimberly Conference, Return Taxi Fare 05.05.15, PRC leadership Course, Taxi from Hotel 11.05.15 , Taxi to Airport 12.05.15, Reimbursement Child Care Fees Roman 20.05.15, Travel Tom Price - Onslow OCM Training -989km Dinner 18.05.15	1,184.56
EFT30200	19/06/2015	PILBARA CLEANING	Garden Maintenance - May	1,072.50
EFT30201	19/06/2015	PILBARA DESIGNS	Event Collateral including- flyer, entry form and poster - Passion of the Pilbara, Banner for OKKG, Designing Onslow Basketball Carnival Logo 2015, Welcome event Poster, Short Film Festival	1,154.50
EFT30202	19/06/2015	PILBARA INDUSTRIES CONSTRUCTION & MAINTENANCE	External paint to all Eaves, Fascia's, Doors, framework to 126 Cedar Street	8,739.50
EFT30203	19/06/2015	PILBARA MOTOR GROUP	Purchase of parts	41.54
EFT30205	19/06/2015	PILBARA TREE SERVICES	Remove limbs large gum tree, Central Road, Tom Price	1,980.00
EFT30206	19/06/2015	POOLMART KARRATHA	Salt for MPC pump station 8 25kg bags x 12.00 each	96.00
EFT30207	19/06/2015	PRACSYS	Update to Karratha - Tom Price Road Concept Approval Report - Sensitivity Analysis including GST	3,437.50
EFT30208	19/06/2015	PROTECTOR ALSAFE	Protective Clothing for Kim Friss (and boots for Kim) and Tim Brokenshire	736.38
EFT30209	19/06/2015	RAY WHITE EXMOUTH	Rent 01.07.15 - 09.08.15	12,415.51
EFT30210	19/06/2015	RED DIRT PLUMBING	Installation HWS -Swimming Pool	17,490.00
EFT30211	19/06/2015	REV DESIGN	Welcome event flyer, Information Poster and Naidoc Poster Templates and Paraburdoo School holiday Program	1,386.00
EFT30212	19/06/2015	ROYAL WOLF TRADING	Accommodation Hire - Onslow Camp May & June	57,994.37
EFT30213	19/06/2015	ROZWAY SIGNS	A1 Poster-Short Film Festival, Plaque engraving ANZAC Day 2015, painting background of Banner, A1 poster Short Film Festival	211.90
EFT30214	19/06/2015	RYDGES HOTEL PERTH - UNIR HOTELS PTY LTD	Neil Hartley 09.06.15 1 night Friday 12 June (11 & 12 June to be paid by Pilbara Development Commission - ref: 9082166)	249.00
EFT30215	19/06/2015	SGL CONSULTING GROUP	Onslow Aquatic Facility - phases 1 - 4 as outlined in tenderer's submission price schedule dated 05 September 2014. Invoice payment subject to ratification of tasks and hours.	30,800.00
EFT30216	19/06/2015	SHERIDAN'S FOR BADGES	Wall/Door sign insert- Anthony Bloem, Douglas (Ivan) Dias, Desk plate - Alisa Spicer Town Planner	134.59
EFT30217	19/06/2015	SIMMONE VAN BUERLE	Community Development - Club development volunteer of the month prizes	235.00
EFT30218	19/06/2015	SPORTSWORLD OF WA	Supplies for swimming pool	1,234.20
EFT30219	19/06/2015	STARTREK RETAIL PTY LTD	Delivery Charges	438.33
EFT30220	19/06/2015	SUPER A-MART PTY LTD	Furniture whole house package -staff housing	22,755.70
EFT30221	19/06/2015	TALIS CONSULTANTS PTY LTD	Ashburton Waste Management Strategy - Onslow Waste Transfer Station, Drainage Asset Capture, Onslow landfill Closure, excavation works Supervision	58,692.15
EFT30222	19/06/2015	TENDERLINK.COM	Tenderlink fee for RFT 13/15 Onslow Airport Consultancy Services - Master Plan and Asset Management Plan (June 2015)	165.00
EFT30223	19/06/2015	TIM ROBERTS	Reimbursement for site visit - Town Planner role	204.45
EFT30224	19/06/2015	TOLL IPEC PTY LTD	Freight Charge May 15	5,990.34
EFT30225	19/06/2015	TOM PRICE BETTA ELECTRICAL	Purchase of Electric milk frother for Paraburdoo building	69.95
EFT30226	19/06/2015	TOM PRICE TOURIST PARK	Accommodation at the Tom Price Tourist Park for the Shire of Ashburton Employees for the month of May 2015 - 3x Staff @ \$210.00 per night	31,764.00
EFT30227	19/06/2015	THE WORKWEAR GROUP - NEAT AND TRIM	Kiara Collins Uniform Order, Garth Rider, Elected Members, Kylie and Sylvia	1,646.45
EFT30228	19/06/2015	TOLL EXPRESS	Freight Charges May 15	244.43
EFT30229	19/06/2015	TOM PRICE TYREPRO	Vehicle maintenance and repairs	2,961.75
EFT30230	19/06/2015	UNIQUE BLASTING AND COATING	Cleaning and sealing of the Tom Price Mall concrete areas. Total area estimated at 1500m2	72,864.00
EFT30231	19/06/2015	VUSUMUZI GUMBO	Termination within correct timeframes and forgot to cancel automatic direct debit	2,010.00
EFT30232	19/06/2015	WA HINO SALES AND SERVICE	Purchase - 2015 Hino 500 Series 2630 Long with 20 m 3 MJE Rear Loading Compactor Body as per tender Q.11268	384,743.71
EFT30233	19/06/2015	WALGA - WA LOCAL GOV. ASSOC.	WALGA Training onsite May, Advertising new fees and charges Onslow Aerodrome, Passion of the Pilbara advertising	26,258.56
EFT30234	19/06/2015	WELLTECH	16 Weeks hire @ \$1250/week (GST excl.) - Existing Pump and Equipment already established at Beadon Creek in Onslow	5,500.00
EFT30235	19/06/2015	WHELANS	Car Parking Strategy & Laneway preparation of Draft Strategy and Policy	5,747.50

LIST OF PAYMENTS FOR JUNE 2015

EFT30236	19/06/2015	WINNING BUSH GYMKHANA INC	Small Assistance Donation to Winning Bush Gymkhana Club	250.00
EFT30237	19/06/2015	WESTRAC PTY LTD	Purchase of parts	436.14
EFT30238	19/06/2015	LANDGATE	Agreement for a water supply service - Onslow Construction Camp (relocation of connection and section 70A Notice)	160.00
EFT30239	19/06/2015	SLATER & GORDON	Wittenoom Asbestos Claim Payment of Shire's Share of Commercial Settlement	25,000.00
EFT30241	24/06/2015	ACT DESIGN	Carry out extra paint work at 1152 Tawonga Circuit Tom Price	1,153.02
EFT30242	24/06/2015	AIT SPECIALISTS PTY LTD	Fuel Rebate Calculations for May 2015	936.76
EFT30243	24/06/2015	AURORA ENVIRONMENTAL PTY LTD	Consulting Services April 2015 LCAUF, New Basketball Complex	8,990.97
EFT30244	24/06/2015	ALLTRACK PTY LTD	Grader, Tipper, Roller, Bobcat, Truck with Float Hire	136,108.50
EFT30245	24/06/2015	ASSETIC AUSTRALIA PTY	Update Sealed Roads Asset Management Plan	22,550.00
EFT30246	24/06/2015	AUSKICK PANNAWONICA	Small Assistance Donation - Auskick Pannawonica	500.00
EFT30247	24/06/2015	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	Debt Recovery /Legal Fees	1,220.95
EFT30248	24/06/2015	BINNING PTY LTD	Semi Water Cart Hire, hours estimated for 2-18 of June	14,645.00
EFT30249	24/06/2015	BOC GASES	Staff Safety Equipment	687.23
EFT30250	24/06/2015	BYBLOS CONSTRUCTIONS-TOM PRICE	Works as awarded under RFT 28/14 for the Construction of the Tom Price Mall Shade Structures and various repair and maintenance jobs	306,926.18
EFT30251	24/06/2015	BOB WADDELL CONSULTANT	Assistance for set up of new Reserve and its inclusion in the monthly statements, assistance with Fair Value	148.50
EFT30252	24/06/2015	BRIDGETOWN PRINT AND DESIGN	Artwork for Save the Date flyer (Have a Go Day events)	40.00
EFT30253	24/06/2015	BUDGET CAR AND TRUCK RENTAL	4WD car hire from Sunday 24th May, 2015 returning 27th May, 2015 for Melissa (Mabel) Gough.	991.72
EFT30254	24/06/2015	CENTURION TRANSPORT CO PTY LTD	Delivery Charges	616.06
EFT30255	24/06/2015	CLEVER PATCH PTY LTD	Purchase of various craft items including school holiday craft stock	4,065.65
EFT30256	24/06/2015	COLLINS BOOKSELLER SOUTHLANDS	Purchase of stock for Pannawonica Library	76.47
EFT30257	24/06/2015	CREATING COMMUNITIES (AUST) P/L	Developing an Activation Plan for the proposed Community Hub in Paraburdoo	1,100.00
EFT30258	24/06/2015	CABCHARGE AUSTRALIA	Cabcharges, various staff	1,178.27
EFT30259	24/06/2015	CHILDREN'S BOOK COUNCIL OF AUSTRALIA	Posters and Stationary	60.00
EFT30260	24/06/2015	DAVID WILLS & ASSOCIATES	Consulting Engineering Services 1.07.13 - 29.08.13 for Redevelopment of Onslow Airport	13,557.50
EFT30261	24/06/2015	DENISE WRIGHT	Diesel (fuel) for trip to Karratha to pick up garden supplies for Onslow kids Kitchen Garden	181.80
EFT30262	24/06/2015	DIRECT TRADES SUPPLY P/L	To supply 25mm Compression Couplings	42.00
EFT30263	24/06/2015	DMS	Pathfinder Office - Software Maintenance 2 Year Extension	836.00
EFT30264	24/06/2015	DOUG BAKER	Cancellation of Dog Kenneling	200.00
EFT30265	24/06/2015	DOWSING CONCRETE	Supply goods and services as provided under scope of works for RFT 41/14 Construction of Concrete Paths and Associated Works in the Shire of Ashburton.	543,027.30
EFT30266	24/06/2015	DREAMTIME KULLILLA ART	Bush Tucker - Various purchases	182.50
EFT30267	24/06/2015	DEPARTMENT OF PARKS AND WILDLIFE	Purchase of 5 x Pilbara Atlas	583.00
EFT30268	24/06/2015	ECO PALLETS	1200 x 1200 x 300 black banded plastic pallet	6,820.00
EFT30269	24/06/2015	ERA CONTRACTORS	Replace PE cell & find faults on lights & replace smoke alarm in Disabled Toilets and check other Smoke Alarms	918.88
EFT30270	24/06/2015	ESS THANLANYJI P/L	Mandays for May	59,141.81
EFT30271	24/06/2015	ESS GUMULA PTY LTD - ROCKLEA PALMS	Morning Tea for PGC Workshop being held on Thursday 16 April 2015 - 13 attendees	94.60
EFT30272	24/06/2015	FOOD STARS PTY LTD	Purchase of Mini Waterproof Thermometers	1,995.40
EFT30273	24/06/2015	FORCE POWER PTY LTD	Works as per quote for Supply and Fit Timers related to HWS - Pool Shower	550.00
EFT30274	24/06/2015	FIRE RESCUE SAFETY AUSTRALIA PTY LTD	Purchase of a Standard Basket Stretcher	1,045.00
EFT30275	24/06/2015	HAWK EYE PROTECTION	Security Services	1,977.80
EFT30276	24/06/2015	HITACHI LTD	Purchase of Parts - Control, Coolant	2,891.18
EFT30277	24/06/2015	HQ MANAGEMENT	Consultancy and Project Management for the Onslow Airport Terminal April, Ocean View Caravan Park Project Management, Onslow Basketball Complex Project, Paraburdoo Childcare Project	33,298.73
EFT30278	24/06/2015	HART SPORT	Purchase for various sporting equipment for Community Development	3,964.00
EFT30279	24/06/2015	IMAGELAB	42 x prints @ \$15 each	693.00
EFT30280	24/06/2015	IBIS STYLES - PORT HEDLAND	1 night accommodation for Janelle Fell at Ibis Styles Port Hedland 17th June 2015 (full buffet breakfast included)	259.00
EFT30281	24/06/2015	J BLACKWOOD & SON Pty Ltd	Purchase of various cleaning items	1,391.90
EFT30282	24/06/2015	JB HIFI	Apple - 12W USB Wall iPad Power Adaptor	424.75
EFT30283	24/06/2015	JENNIFER WITHERS	Reimbursement - Fuel for Hire Car 10/11 June 2015	120.38
EFT30284	24/06/2015	KEY2CREATIVE	Stage 1 of new Tom Price Visitor Centre Website Development, SynergyOnline Building and Planning Submissions, Redesign of Karijini, Paraburdoo and Tom Price Visitor Information Bays, Passion of the Pilbara Photography and Art Direction	24,139.50

LIST OF PAYMENTS FOR JUNE 2015

EFT30285	24/06/2015	KI EQUIPMENT HIRE PTY LTD	Fuel week ending 07.06.15 - Onslow BP and Shell	827.93
EFT30286	24/06/2015	KINETIC COPYWRITING	Proof Reading and rewrite for Onslow Kids Kitchen Garden Recipe Book 2015	495.00
EFT30287	24/06/2015	KARRATHA SHOOTING SUPPLIES	Gun cleaning kit - Ranger	167.00
EFT30288	24/06/2015	L-3 COMMUNICATIONS AUSTRALIA PTY LTD	Variation to Contract 09/13 1st Trip - Return to site for commissioning of equipment 2nd Trip - Return to site for staff training refer to contract variation agreement MEL-1047	20,680.00
EFT30289	24/06/2015	LEAH JOHN	Reimbursement for Taxi for UHY Workshop May 2015	131.81
EFT30290	24/06/2015	LESTOK TOURS PTY LTD	Bus transfer - Staff	1,400.00
EFT30291	24/06/2015	LIND CONSULTING	Governance and Policy Consultation - June 2015	600.00
EFT30292	24/06/2015	LYONS & PEIRCE KARRATHA	Maintenance and Repair works	4,521.22
EFT30293	24/06/2015	LANDMARK PRODUCTS LIMITED	Purchase 1 x KB202 Double Hotplate Electric Barbeque (2.04 x 1.08 x 0.8m) with stainless steel cabinet - push button ignition and 2.4KW elements	10,136.50
EFT30294	24/06/2015	MARKET CREATIONS	Market Creation to produce 2015 Shire of Ashburton Directory - the SOA contribution quoted for \$22500 & WALGA Council connect Subscription includes 12 month website hosting and support and 2hr website training quoted \$3500.00	24,750.00
EFT30295	24/06/2015	MARY G ENTERPRISES	Performance /MC Fee -Passion of the Pilbara	14,850.00
EFT30296	24/06/2015	MCMULLEN NOLAN GROUP	Detailed Survey Onslow Basketball Complex	1,650.00
EFT30297	24/06/2015	MICHAEL DUNNE - MOWER MAN	Garden contact at Pannawonica Library for month of June	471.00
EFT30298	24/06/2015	MONADELPHOUS GROUP	Supply and Install of replacement toolboxes to SES Rescue Truck	1,320.00
EFT30299	24/06/2015	MUZZYS HARDWARE - RED DAWN ENTERPRISES PTY LTD T/A	Various purchases	2,184.20
EFT30300	24/06/2015	MARK REID	Hepatitis A & B Vaccination Reimbursement	100.00
EFT30301	24/06/2015	MODERN TEACHING AIDS PTY LTD	Purchase of items for programs run at the Pannawonica Library	291.34
EFT30302	24/06/2015	NORWEST CRAFT SUPPLIES	Stretched Canvas 30x48" Double thick"	375.00
EFT30303	24/06/2015	NEXUS WA	Delivery Charges	95.52
EFT30304	24/06/2015	OCLC (UK) LTD	Annual Maintenance, Data Base support -Ashburton Public Library	3,430.74
EFT30305	24/06/2015	OFFICE CHOICE MALAGA	Purchase of refreshments for the Pannawonica Building, Onslow Library, Open/Closed signs	579.77
EFT30306	24/06/2015	ONslow MANAGEMENT AND PROPERTY SERVICES	Accommodation for Passions of the Pilbara	9,040.00
EFT30307	24/06/2015	ONslow VISITORS CENTRE	Various flyers and Colour ads, Welcome event A4 full page, School Holiday Flyer week 1 & 2	1,080.00
EFT30308	24/06/2015	ORACLE ENERGY	Install transformer at Onslow Airport	16,778.66
EFT30309	24/06/2015	ONslow GENERAL STORE	Purchase of Grocery items	1,369.47
EFT30310	24/06/2015	ONslow SPORTS CLUB	Presenters Fees for B2M 2015 Shows on the Go & Reef Bound	7,372.00
EFT30311	24/06/2015	ONslow SUN CHALETs	Accommodation- James Wood and Denise Gallanagh-Wood 06.06.15 - 07.06.15, Megan Hartley 24.04.15 (Pilbara Site Pics)	380.00
EFT30312	24/06/2015	ORION PRODUCTIONS SERVICES - JAMES WOOD	3 Videography Workshop Sessions (The basics of Amateur of Film Making) & Travel from Pannawonica - Onslow and back	1,550.00
EFT30313	24/06/2015	PARABURDOO DRIVE-IN	Small Assistance Donation to Paraburdoo Drive-In	500.00
EFT30314	24/06/2015	PARABURDOO SAINTS FOOTBALL & SPORTING CLUB	Bouncy Castle Hire - Welcome to Tom Price, Kidsport Vouchers x 2 Darren Mitty & Stanley Flanagan	410.00
EFT30315	24/06/2015	PILBARA FOOD SERVICES P/L	Welcome to Tom Price BBQ, Coffee Pods Project Office	1,507.26
EFT30316	24/06/2015	PILBARA MOTOR GROUP	Purchase of Toyota Hilux 4x4 S/C T/D A/T SR, purchase of parts	42,911.41
EFT30317	24/06/2015	PILBARA SITE PICS	Costs for Photographer - Anzac Day Dawn Service	1,614.20
EFT30318	24/06/2015	PLASTIC SANDWICH CO	45 x A3 on 5mm black Gator Board	550.00
EFT30319	24/06/2015	PROFESSIONAL TRAPPING SUPPLIES	Scout guard Zeroglow 8M HD. 8GB Class 10 SD Card, Number Plate Camera, rechargeable batteries	3,128.00
EFT30320	24/06/2015	PARABURDOO IGA	Purchase of new magazines for the Paraburdoo Library, various purchases of items	173.60
EFT30321	24/06/2015	PARABURDOO MEDICAL CENTRE	Staff Medical Expenses - Karl Waschier	1,427.55
EFT30322	24/06/2015	PARABURDOO TEE BALL ASSOCIATION	Kidsport Vouchers	140.00
EFT30323	24/06/2015	PARRY'S MERCHANTS	Lid rectangle (for container) x 500 plastic & Container Plastic Rectangle 750ml x 500	115.05
EFT30324	24/06/2015	PEGI WILLIAMS BOOK SHOP	Purchase of stock for the Onslow, Tom Price and Paraburdoo Library	1,126.12
EFT30325	24/06/2015	PILBARA REGIONAL COUNCIL	Installation of Wi-Fi in Paraburdoo CBD. Partially funded by PDC Grant to Men's Shed, \$20K and \$7K from Rio. Economies of scale afforded to Pilbara Councils supplying additional free WIFI to a community after the PRC's 1-free Wi-Fi. For SOA, the free Wi-Fi was in Tom Price at the Visitor Centre/Library. The Paraburdoo site was additional so had to be paid for by a mixture of grants (Men's Shed to PDC and Rio) and Shire funding	47,144.60
EFT30326	24/06/2015	RAY WHITE EXMOUTH	Water usage 24.3.15-22.5.15	331.60
EFT30327	24/06/2015	REV DESIGN	Edits to Tom Price and Paraburdoo School Holiday flyer	308.00
EFT30328	24/06/2015	RIO TINTO - PILBARA IRON COMPANY SERVICES PTY LTD	Water Consumption 25.02.15 - 25.05.15	20,279.82
EFT30329	24/06/2015	ROZWAY SIGNS	Vinyl Banners 600 x 1100 mm Onslow Kids Kitchen Garden, 20 red disks Engraved	473.00
EFT30330	24/06/2015	SAM BYARD	Purchase of Torch for 4 vehicles and Water for 4 vehicles	113.60
EFT30331	24/06/2015	SCOTT PRINTERS	Printing for 5 issues of Inside Ashburton in 14/15 financial year: Sept, Dec, March, May, July	1,754.50
EFT30332	24/06/2015	SETON AUSTRALIA	Purchase of cleaning products for the Pannawonica Library building	321.41

LIST OF PAYMENTS FOR JUNE 2015

EFT30333	24/06/2015	SIMMONE VAN BUERLE	iTunes vouchers (5x20) being prizes for TPYSA Twilight Skate Night Skating Competition & reimburse for supplies - Event Box	186.46
EFT30334	24/06/2015	STAPLES AUSTRALIA PTY LIMITED	Stationary order for Paraburdoo Project Office	367.02
EFT30335	24/06/2015	STEWART & HEATON CLOTHING CO P/L	Various BFB Dress Uniform for Staff	180.03
EFT30336	24/06/2015	STIHL SHOP MORLEY	To supply SuperCut 20 - 2 Mowing Head Base cover and Nylon line	344.50
EFT30337	24/06/2015	SAVANNAH ENGINEERS PTY LTD	Repair Tow Bar on Truck AS-071	396.00
EFT30338	24/06/2015	SINEWAVE ELECTRICAL CONTRACTORS	Design and Construction of the Tom Price Mall Carpark Lighting, progress claim #3 & RFT 02/15	97,184.96
EFT30339	24/06/2015	SYLVIA FLAMAN	Consumables for Paraburdoo Project Office	66.01
EFT30340	24/06/2015	TAYLOR'S CARNIVAL FUN FAIR	Provision of (6) specific amusement rides for the Passion of the Pilbara Event 2015.	20,000.00
EFT30341	24/06/2015	TENDERLINK.COM	Tenderlink Upload costs for RFT 15/15 Design and Construction of the Onslow Multipurpose Courts, Onslow	165.00
EFT30342	24/06/2015	THE PILBARA CLEAN MACHINE	Carry out detail on Isuzu Rego 1EJK345AS	2,244.00
EFT30343	24/06/2015	TOLL IPEC PTY LTD	Delivery Charges	1,264.48
EFT30344	24/06/2015	TOM PRICE BETTA ELECTRICAL	Purchase of new milk frother machine @ \$69.95 each for Pannawonica library	69.95
EFT30345	24/06/2015	TOM PRICE DRIVE IN	Bond payment for events held at Tom Price Drive In 5th & 12th July 2015	1,000.00
EFT30346	24/06/2015	TOM PRICE VETERINARY CLINIC	After hours consult 7am - 9pm Carprieve Injection 20ml, Euthanasia - Shire Cat	253.80
EFT30347	24/06/2015	TOXFREE AUSTRALIA PTY LTD	Test for arsenic on old light tower poles at Tom Price BMX Track.	3,793.08
EFT30348	24/06/2015	THE WORKWEAR GROUP - NEAT AND TRIM	Uniforms for Emma Jordan, Belinda Harvey	502.60
EFT30349	24/06/2015	TOM PRICE BMX CLUB	Donation to assist BMX Club with waste compliance all rubbish to be removed from reserve and disposed of at local waste facility	825.00
EFT30350	24/06/2015	TOM PRICE HORSE AND PONY CLUB	Donation to assist Horse and Pony club with waste compliance, all rubbish to be removed from reserve and disposed of at local waste facility	8,631.03
EFT30351	24/06/2015	TOM PRICE MEDICAL CENTRE	Non attendance fee - Staff members visit	30.00
EFT30352	24/06/2015	TOM PRICE MOTORCYCLE CLUB	Donation to assist Motorcycle Club with waste compliance, all rubbish to be removed from reserve and disposed of at local waste facility	3,908.40
EFT30353	24/06/2015	TOM PRICE SENIOR HIGH SCHOOL	Small Assistance Donation - Tom Price Senior High School - Award Ceremonies 2015	140.00
EFT30354	24/06/2015	TOM PRICE SPEEDWAY CLUB INC	Donation to assist Tom Price Speedway with waste compliance, all rubbish to be removed from reserve and disposed of a local waste facility	17,817.05
EFT30355	24/06/2015	TOM PRICE TYREPRO	Vehicle repairs and maintenance	7,791.20
EFT30356	24/06/2015	UHY HAINES NORTON	Interim billing in respect of the audit for the year ended 30 June 15 in accordance with our agreement 50% of 2014/2015 fee of \$27000	20,022.90
EFT30357	24/06/2015	WA LIBRARY SUPPLIES	Purchase of stationery for library	247.00
EFT30358	24/06/2015	WALGA - WA LOCAL GOV ASSOC	Banner Travel Case	90.00
EFT30359	24/06/2015	WATER 2 WATER	Service water filter at Tom Price Admin Office	756.00
EFT30360	24/06/2015	WESTPRINT HERITAGE MAPS P/L	Purchase of items for the Onslow Library	135.50
EFT30361	24/06/2015	XTREME KITES & PADDLE	Bubble Soccer for 12hrs (14 Bubbles), Kite Making Workshop for 10hrs and Supplies (150 Kids Kites), Meals for 2 instructors for 1 day	4,780.00
EFT30362	26/06/2015	VISCOUNT PLASTICS AUST P/L	Plastic moulded chairs for council meetings and functions	5,007.20
EFT30364	29/06/2015	L-3 COMMUNICATIONS AUSTRALIA PTY LTD	RFT 09/13 Supply and installation of passenger screening equipment and baggage conveyor system for the Onslow Terminal	86,546.57
Total				5,906,203.26

LIST OF PAYMENTS FOR JUNE 2015

Superannuation Payments

Payment Ref.	Date	Name	Description	Amount
DD8167.1	02/06/2015	WA Local Government Super Plan	Payroll deductions	33,816.34
DD8167.10	02/06/2015	BT Business Super	Superannuation contributions	105.69
DD8167.11	02/06/2015	BT Super For Life	Superannuation contributions	217.18
DD8167.12	02/06/2015	BT Personal Super Plan	Superannuation contributions	89.58
DD8167.13	02/06/2015	AMP Signature Super	Superannuation contributions	276.41
DD8167.14	02/06/2015	UNISUPER	Payroll deductions	706.31
DD8167.15	02/06/2015	Asgard Superannuation	Payroll deductions	1,328.72
DD8167.16	02/06/2015	Statewide Superannuation	Superannuation contributions	301.50
DD8167.17	02/06/2015	EmPlus	Superannuation contributions	174.62
DD8167.18	02/06/2015	BT Super For Life	Payroll deductions	560.10
DD8167.19	02/06/2015	THE SUPERANNUATION FUND	Superannuation contributions	153.51
DD8167.2	02/06/2015	REI Super	Superannuation contributions	548.08
DD8167.20	02/06/2015	AJB SUPERANNUATION FUND	Payroll deductions	655.35
DD8167.21	02/06/2015	Hesta Super Fund	Payroll deductions	1,136.26
DD8167.22	02/06/2015	OnePath Masterfund	Payroll deductions	942.09
DD8167.23	02/06/2015	AMP Corporate Superannuation (SuperLeader)	Superannuation contributions	785.78
DD8167.24	02/06/2015	BT Super For Life	Superannuation contributions	174.62
DD8167.25	02/06/2015	Cbus Super	Payroll deductions	829.08
DD8167.26	02/06/2015	Vision Super	Payroll deductions	848.15
DD8167.27	02/06/2015	BT Super For Life	Superannuation contributions	199.01
DD8167.28	02/06/2015	BT Super For Life	Superannuation contributions	192.77
DD8167.29	02/06/2015	Kinetic Superannuation Ltd	Superannuation contributions	163.60
DD8167.3	02/06/2015	Telstra Super Pty Ltd	Superannuation contributions	251.20
DD8167.30	02/06/2015	The Trustee for Superannuation Fund	Payroll deductions	749.05
DD8167.31	02/06/2015	BT Super For Life	Payroll deductions	294.23
DD8167.32	02/06/2015	Mercer Super Trust	Payroll deductions	388.91
DD8167.33	02/06/2015	Care Super Pty Ltd	Payroll deductions	477.70
DD8167.34	02/06/2015	MTAA Superannuation Fund	Superannuation contributions	217.18
DD8167.35	02/06/2015	BT Super For Life	Superannuation contributions	143.48
DD8167.36	02/06/2015	BT Super For Life	Superannuation contributions	57.83
DD8167.37	02/06/2015	Australian Super	Superannuation contributions	4,994.20
DD8167.38	02/06/2015	Q Super	Superannuation contributions	389.57
DD8167.39	02/06/2015	Sunsuper	Payroll deductions	2,229.20
DD8167.4	02/06/2015	Commonwealth Personal Superannuation	Superannuation contributions	408.45
DD8167.40	02/06/2015	Rest Superannuation	Superannuation contributions	2,567.85
DD8167.41	02/06/2015	Superfund	Superannuation contributions	238.37
DD8167.5	02/06/2015	HOSTPLUS Superannuation Fund	Payroll deductions	2,410.91
DD8167.6	02/06/2015	Wealth Personal Superannuation and Pension Fund	Payroll deductions	862.25
DD8167.7	02/06/2015	Colonial First State FirstChoice Superannuation	Superannuation contributions	428.26
DD8167.8	02/06/2015	Australian Ethical Superannuation	Superannuation contributions	694.93
DD8167.9	02/06/2015	IOOF SUPERANNUATION	Payroll deductions	1,728.60
DD8229.1	16/06/2015	WA Local Government Super Plan	Payroll deductions	35,669.43
DD8229.10	16/06/2015	BT Business Super	Superannuation contributions	126.51
DD8229.11	16/06/2015	BT Super For Life	Superannuation contributions	217.18
DD8229.12	16/06/2015	BT Personal Super Plan	Superannuation contributions	89.58
DD8229.13	16/06/2015	AMP Signature Super	Superannuation contributions	281.72
DD8229.14	16/06/2015	UNISUPER	Payroll deductions	706.31
DD8229.15	16/06/2015	Asgard Superannuation	Payroll deductions	1,101.37
DD8229.16	16/06/2015	Statewide Superannuation	Superannuation contributions	306.05
DD8229.17	16/06/2015	EmPlus	Superannuation contributions	95.50
DD8229.2	16/06/2015	REI Super	Superannuation contributions	548.08
DD8229.20	16/06/2015	AJB SUPERANNUATION FUND	Payroll deductions	655.35
DD8229.21	16/06/2015	Hesta Super Fund	Payroll deductions	1,088.13
DD8229.22	16/06/2015	OnePath Masterfund	Payroll deductions	850.72
DD8229.23	16/06/2015	AMP Corporate Superannuation (SuperLeader)	Superannuation contributions	1,213.37
DD8229.24	16/06/2015	BT Super For Life	Superannuation contributions	174.62
DD8229.25	16/06/2015	Cbus Super	Payroll deductions	829.08
DD8229.26	16/06/2015	Vision Super	Payroll deductions	848.15
DD8229.27	16/06/2015	BT Super For Life	Superannuation contributions	192.77
DD8229.28	16/06/2015	BT Super For Life	Superannuation contributions	192.77
DD8229.29	16/06/2015	Kinetic Superannuation Ltd	Superannuation contributions	160.73
DD8229.3	16/06/2015	Telstra Super Pty Ltd	Superannuation contributions	331.68
DD8229.30	16/06/2015	The Trustee for the Superannuation Fund	Payroll deductions	749.05
DD8229.31	16/06/2015	BT Super For Life	Payroll deductions	294.23
DD8229.32	16/06/2015	Mercer Super Trust	Payroll deductions	388.91
DD8229.33	16/06/2015	Care Super Pty Ltd	Payroll deductions	477.70
DD8229.34	16/06/2015	MTAA Superannuation Fund	Superannuation contributions	217.18
DD8229.35	16/06/2015	BT Super For Life	Superannuation contributions	143.48
DD8229.36	16/06/2015	BT Super For Life	Superannuation contributions	96.38
DD8229.37	16/06/2015	Australian Super	Superannuation contributions	5,087.07
DD8229.38	16/06/2015	Q Super	Superannuation contributions	389.57
DD8229.39	16/06/2015	Sunsuper	Payroll deductions	2,104.58
DD8229.4	16/06/2015	Commonwealth Personal Superannuation	Superannuation contributions	408.45
DD8229.40	16/06/2015	Rest Superannuation	Superannuation contributions	2,596.82
DD8229.41	16/06/2015	Superfund	Superannuation contributions	238.37
DD8229.5	16/06/2015	HOSTPLUS Superannuation Fund	Payroll deductions	2,420.60
DD8229.6	16/06/2015	Wealth Personal Superannuation and Pension Fund	Payroll deductions	862.25
DD8229.7	16/06/2015	Colonial First State FirstChoice Superannuation	Superannuation contributions	428.26
DD8229.8	16/06/2015	Australian Ethical Superannuation	Superannuation contributions	722.00
DD8229.9	16/06/2015	IOOF SUPERANNUATION	Payroll deductions	1,728.60
Total				128,769.52

LIST OF PAYMENTS FOR JUNE 2015

Municipal Cheques

CHQ/EFT	Date	Name	Description	Amount
27997	04/06/2015	C MUNRO CONTRACTORS	Emergency works	899.70
27998	04/06/2015	HORIZON POWER	Electricity for the period of 8.3.15-11.5.15	24,580.54
27999	04/06/2015	SHIRE OF ASHBURTON (PETTY CASH)	Tom Price Petty Cash	708.75
28001	11/06/2015	C MUNRO CONTRACTORS	Emergency works	57,496.33
28002	11/06/2015	DEPARTMENT OF TRANSPORT	Shire of Ashburton Number Plates for Joshua Andrews- 1315AS	35.00
28003	11/06/2015	HANCOCK PROSPECTING PTY LTD	Rates refund for assessment A6774 P47/1540, A6773 P/471539, A6499 E47/1937 PROSPECTING LICENCE UNKNOWN	592.22
28004	11/06/2015	HORIZON POWER	Electricity charges 08/03/15 to 01/05/15	3,395.18
28005	11/06/2015	SHIRE OF ASHBURTON (PETTY CASH)	Visitors centre Petty Cash	113.55
28006	11/06/2015	SHIRE OF ASHBURTON	Building Permit Application Fee	265.00
28007	11/06/2015	SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)	Payroll deductions	800.00
28009	11/06/2015	WATER CORPORATION	Water Consumption charges 23.03.15 - 23.05.15	2,889.61
28010	17/06/2015	WESTERN AUSTRALIAN PLANNING COMMISSION	Form 1A Application for Approval of Freehold of Survey Strata Subdivision, Amalgamation of Lots 352 and 353 on DP202376, Second Avenue, Onslow (Onslow Admin Building)	2,101.00
28011	19/06/2015	C MUNRO CONTRACTORS	Emergency works, maintenance jobs	20,430.20
28012	19/06/2015	HORIZON POWER	Power Charges for 8.3.15-31.5.15	4,688.85
28013	19/06/2015	SHIRE OF ASHBURTON (PAYROLL DEDUCTIONS)	Payroll deductions	600.00
28015	19/06/2015	WATER CORPORATION	Water usage 24.3.15-25.5.15	4,132.55
28017	19/06/2015	LANDGATE	Agreement for a Water Supply Service - Onslow Construction Camp (relocation of Connection and Section 70A Notice)	160.00
28018	19/06/2015	TELSTRA	Monthly Telephone charges - June 2015	77,952.00
28019	24/06/2015	C MUNRO CONTRACTORS	Emergency works	2,150.80
28020	24/06/2015	LANDGATE	Country Southern Urban UV Re-valuation 2015/2015	158.90
28021	24/06/2015	SHIRE OF ASHBURTON (PETTY CASH)	Tom Price Petty Cash	745.90
28022	24/06/2015	TELSTRA	Monthly Telephone charges - Jun 15	14,924.32
Total				219,820.40

Trust Payments

CHQ/EFT	Date	Name	Description	Amount
202781	15/06/2015	SHIRE OF ASHBURTON	COMMISSIONS ON TOURS FOR APRIL 2015	39.27
202782	17/06/2015	Builders Registration Board of WA	BRB LEVY COLLECTED FOR MAY 2015	2,909.53
202783	17/06/2015	Construction Training Fund	CITF LEVY COLLECTED FOR MAY 2015	5,566.03
202784	17/06/2015	Shire of Ashburton	CITF COMMISSION FOR MAY 2015	411.18
202785	23/06/2015	Shire of Ashburton	RIO COMMISSIONS FOR MINE TOURS	125.25
EFT30129	15/06/2015	BJK PUBLISHING & PHOTOGRAPHY	BJK Publishing - Sales for April 2015	112.00
EFT30130	15/06/2015	CINDY DIPPEL	Cindy Dippel - Community Centre Bond & Key Bond	100.00
EFT30131	15/06/2015	CRAIG WILSON	Craig Wilson - Refund of Gym Bond Card	15.00
EFT30132	15/06/2015	FRANK RICHARDSON	Frank Richardson - Sales for May 2015	1,737.60
EFT30133	15/06/2015	KADE GABLEISH	Kade Gableish - Refund of Gym Bond Card	15.00
EFT30135	15/06/2015	NEVILLE DONALDSON	Neville Donaldson - Refund of Bond	1,000.00
EFT30136	15/06/2015	PARABURDOO LADIES SOFTBALL CLUB	Paraburdoo Women's Softball - Key Bond refund	100.00
EFT30137	15/06/2015	ROBYN NIELSON	Robyn Nielson - Refund of Bond paid for house at Unit 6 Discovery Park Onslow	1,000.00
EFT30138	17/06/2015	LESTOK TOURS PTY LTD	Lestok Mine Tours - Sales for April 2015	5,446.98
EFT30140	17/06/2015	RIO TINTO - PILBARA IRON COMPANY SERVICES Pty Ltd	Reimbursement for second collections from Paraburdoo Airport for April 2015 & 1 week of May 2015 8 x 1.1m3 bulk bin = \$469.84	1,064.27
EFT30141	17/06/2015	BJK PUBLISHING & PHOTOGRAPHY	Total Sales for May 2015	273.00
EFT30142	17/06/2015	LESTOK TOURS PTY LTD	Gorge Tours for May 2015	2,061.00
EFT30240	23/06/2015	LESTOK TOURS PTY LTD	Lestok Mine Tours for May 2015	12,153.00
Total				34,129.11

LIST OF PAYMENTS FOR JUNE 2015

Credit Card Payments
MAY STATEMENTS

Exec Name	Date	Name	Description	Amount
Troy Davis	01/05/2015	ESS Eastern Guruma Pty Ltd - Windawarri Lodge	Accommodation for unsealed roads data collection crew @ Windawarri lodge 1.5.15	424.94
	05/05/2015	Qantas	Change of flights for Sean Ripley from the 26.7.15 - 27.7.15	252.00
	08/05/2015	ESS Eastern Guruma Pty Ltd - Windawarri Lodge	4 nights Accommodation for unsealed roads data collection crew 8.5.15 - 10.5.15	849.89
	30/04/2015	Karratha International Hotel	1 nights accommodation for Sharon Mitchell at Karratha International to attend meeting with DER 8.5.15	252.75
	10/05/2015	ESS Eastern Guruma Pty Ltd - Windawarri Lodge	4 nights accommodation for unsealed roads data crew 7.5.15-10.5.15	849.89
	11/05/2015	ESS Eastern Guruma Pty Ltd - Windawarri Lodge	3 nights accommodation for unsealed roads data collection crew 11.5.15-14.5.15 - Robert Kinzett, 3 nights accommodation for unsealed roads data collection crew 11.5.15-14.5.15 John Black, service charge	1,274.83
	12/05/2015	Nespresso Club	Coffee pod order for infrastructure services office	180.00
	13/05/2015	Credit Card Purchasing One Off	Engineers Australia - Renewal Membership for Troy Davis	260.50
	14/05/2015	Qantas	Return flights for Troy Davis to attend Airport and waste meetings 27.5.15-31.5.15, Return flights for Troy Davis to attend Airport and waste meetings 27.5.15-31.5.15	701.00
	22/05/2015	Qantas	Return flights for Douglas Pearce from Paraburdoo - Devonport 16.6.15-30.6.15 - FIFO Employee	1,625.73
	26/05/2015	Wotif.com Holding LTD	Accommodation for Sharon Mitchell Talis Meeting (Waste Strategy) 28.5.15-29.5.15	169.00
	27/05/2015	Swan Taxis	Taxi fare from Airport to Accommodation - Troy Davis	34.76
	26/05/2015	Qantas	Return flights for Paraburdoo - Perth 28.5.15-29.5.15 for Sharon Mitchell- Talis Meeting (Waste Strategy)	671.00
	27/05/2015	Kings Hotel Perth	Coffee - Meeting with John Halden (Karratha - Tome Price Road)	8.00
	28/05/2015	Swan Taxis	Taxi fare - Accommodation to Meeting - Troy Davis	17.85
	28/05/2015	Swan Taxis	Taxi Fare - Meeting to Accommodation - Troy Davis	21.00
	29/05/2015	LIVE TAXIEPAY	Taxi fare - Talis Meeting Return	12.62
	29/05/2015	Swan Taxis	Taxi fare - Talis Meeting for site upgrade	35.91
	01/06/2015	Credit Card Purchasing One Off	Taxi fare - Accommodation to Airport	35.18
	Total			7,676.85
Kim Parks	01/05/2015	Wotif.com HOLDING LTD	Accommodation for Tim Brokenshire 1 x night in Port Headland for Regional EH Group Meeting 4.5.15	159.00
	01/05/2015	Wotif.com HOLDING LTD	Accommodation for Tim Brokenshire for the Regional EH Group Meeting at Habitat Resort 5.5.15-8.5.15	510.00
	03/05/2015	ESS Eastern Guruma Pty Ltd - Windawarri Lodge	6 days from 3.5.15 Accommodation Arlo Brown Bragg for safety rep training	1,274.83
	04/05/2015	Credit Card Purchasing One Off	Accommodation for Chantelle Bryce playground certification 4.5.15-8.5.15 - Parking Only	81.20
	03/05/2015	Tom Price Hotel Motel	One night accommodation for Arlo Browman - Bragg 3.5.15	184.00
	05/05/2015	Coles Supermarkets - Tom Price	Fruit and training supplies for Safety rep training, GST Free	28.52
	06/05/2015	Coles Supermarkets - Tom Price	Safety rep training supplies - catering, GST Free	50.52
	06/05/2015	Coles Supermarkets - Tom Price	Safety rep training supplies - Catering, GST Free	57.35
	07/05/2015	Coles Supermarkets - Tom Price	Safety rep training supplies - Catering, GST Free	78.60
	08/05/2015	Wotif.com HOLDING LTD	Accommodation fro Tim Brokenshire over night at Cooke Point Holiday Park for Regional EH Group Meeting 8.5.15	159.00
	08/05/2015	Protector Alsafe	Safety Boots Sam Byard - Paid by Card as account on stop	168.08
	08/05/2015	Wotif.com HOLDING LTD	Accommodation for Kyle Hartley TCWA Training 24.5.15-27.5.15	660.45
	08/05/2015	Qantas	Return flights for Kylie Hartley for TCWA training - Paraburdoo - Perth - 23.5.15-27.5.15	697.00
	11/05/2015	ESS Eastern Guruma Pty Ltd - Windawarri Lodge	2 nights accommodation Tim Roberts - Trainer 11.5.15	424.94
	14/05/2015	Coles Supermarkets - Tom Price	Gift cards for recognition at Service Letters	1,550.00
	13/05/2015	Qantas	Flight for Kim Parks from Paraburdoo - Perth - 19.7.15 - FIFO Employee	326.00
	14/05/2015	Wotif.com HOLDING LTD	3 nights Accommodation Aden and Lawrence for Aboriginal Health Conference 17.5.15-20.5.15	1,051.20
	15/05/2015	Wotif.com HOLDING LTD	3 nights Accommodation for Leah John 27.5.15-30.5.15. UHY End of year Financial Workshop	546.00

LIST OF PAYMENTS FOR JUNE 2015

15/05/2015	Credit Card Purchasing One Off	Employment Law Matters - Training for Kim Parks - Managing Ill and Injured Employees workshop/training	1,353.93
15/05/2015	Qantas	Return flights for Leah John Paraburdoo - Perth - 27.5.15-30.5.15	645.00
18/05/2015	Coles Supermarkets - Tom Price	Supplies for Kim & Maurice's House	11.77
15/05/2015	BJK Publishing & Photography	BJK Photography Staff Recognition for Mark Reid and Cindy Derschow	1,080.00
18/05/2015	MUZZYS HARDWARE - RED DAWN ENTERPRISES PTY LTD T/A	Supplies for Kim & Maurice's house purchased by Maurice	33.75
22/05/2015	Qantas	Return flights for Andrew Patterson Perth - Broome - 1.7.15-3.7.15 - Regional Planning Conference	605.00
24/05/2015	Coles Supermarkets - Tom Price	Training supplies 25.5.15-28.5.15, GST Free	78.90
23/05/2015	Qantas	Return flights for Kim Parks 26.7.15-14.8.15 - Perth -Paraburdoo - FIFO Employee	975.00
25/05/2015	Qantas	Flights for Kim Parks - Perth -Paraburdoo 25.10.15 - FIFO Employee	352.00
25/05/2015	Qantas	Return flights Kim Parks - Perth - Paraburdoo - 27.9.15-9.10.15 - FIFO Employee	811.00
25/05/2015	Qantas	Return flights for Kim Parks Perth - Para - 30.8.15-11.9.15	811.00
29/05/2015	CURTIN UNIVERSITY	University Fees for Emma Heys Post Grad Business Contract and Procurement	3,950.00
Total			18,714.04
Anika Serer			
06/05/2015	RMS	RMS Software licence renewal/support hosting fee - 1.5.15-30.7.15	483.76
07/05/2015	Ess Gumula Pty Ltd - Rocklea Palms	2 nights accommodation for Paul Rosair to attached several meetings with different clubs and groups to get a better understanding of the towns community needs	346.03
11/05/2015	Rydges Hotel Perth - UNIR Hotels PTY LTD	Accommodation for Anika 10.05.15 - to attend meetings with Gary Bird from DSD re: Onslow Pool Draft Concept Plan and Research Report Workshop and Education and Childcare Meeting at London House	150.22
Total			980.01
Lee Reddell			
12/05/2015	Qantas	Flight for Garth Rider Paraburdoo - Sydney 20.8.15 - FIFO Employee	472.99
12/05/2015	Qantas	Flight for Garth Rider Canberra to Paraburdoo 28.8.15 - FIFO Employee	547.95
12/05/2015	Qantas	Flight for Garth Rider Sydney to Paraburdoo 9.8.15 - FIFO Employee	472.99
12/05/2015	Qantas	Flight for Garth Paraburdoo to Canberra 3.8.15 - FIFO Employee	547.95
18/05/2015	Qantas	Flight for Andrew attending Broome Planning Conference Perth - Broome 1.7.15 - 3.7.15 - CANCELLED and made into a voucher	605.00
27/05/2015	Qantas	Return flight for Alisa Spicer Perth - Paraburdoo 7.6.15-19.6.15 - FIFO Employee	1,025.00
27/05/2015	Qantas	Return flights for Andrew Patterson - Perth - Paraburdoo -7.6.15 - 19.6.15 - FIFO Employee	458.00
Total			4,129.88
Frank Ludovico			
01/05/2015	AGODA.COM	3 nights accommodation at Cattrall Park Motel Karratha for Kim Friss, Lawrence Lukale and Geoff smith attending Dog Health Training 5.5.15-8.5.15	1,251.00
06/05/2015	Qantas	Return flights for Leanne Lind for training staff Policy, Procedures and attend Executive meeting	1,065.00
11/05/2015	ARCHIVAL SURVIVAL	371x168x250mm Standard files up to foolscap - BXNAA1P	291.78
20/05/2015	APPLE STORE - PERTH	IPhone 5s repair	388.95
25/05/2015	Wotif.com HOLDING LTD	2 nights accommodation at Mangrove Hotel for Andrew Patterson to attend the planning conference 1.7.15-3.7.15	488.00
25/05/2015	Wotif.com HOLDING LTD	4 nights accommodation at Mangrove Hotel, Broome for Lee Reddell for planning conference 17.7.15-3.7.15	976.00
25/05/2015	Wotif.com HOLDING LTD	1 night accommodation Hospitality Inn Port Hedland 29.6.15 - In transit to planning conference	179.00
29/05/2015	THE BLUE POD COFFEE CO. P/L	Premium skim milk for coffee vending machine - box of (No Suggestions) blue espresso (red) coffee pods	255.00
Total			4,894.73

LIST OF PAYMENTS FOR JUNE 2015

Mike Sully

28/04/2015	ESS Eastern Guruma Pty Ltd - Windawarri Lodge	Community Development - Community Services temporary	1,487.30
17/04/2015	ISS INTEGRATED SERVICES Pty Ltd	Community Development - Pannawonica staff meeting - Renae	684.00
08/05/2015	ESS Eastern Guruma Pty Ltd - Windawarri Lodge	Community Development - Community Services - temporary accommodation for Senior Activities Officer Dean Wrobel - Windawarri Lodge Tom Price 8.5.15-11.5.15	637.42
25/04/2015	Esso Gumula Pty Ltd - Rocklea Palms	Community Development - Community Services Naming Ceremony Para - Accommodation for Judy Woodvine - Invited Guest 25.4.15, Community Development - Community Services - Para Events - Anzac Day - Accommodation for Nathan Rogan and Jason Tuna - 24.4.15	519.04
13/05/2015	Esso Gumula Pty Ltd - Rocklea Palms	Community Development - Club and Capacity Development - facilitators for Sports Community - Steve Pallas - one night accommodation at Rocklea Palms Monday 11.5.15	173.01
13/04/2015	ESS Eastern Guruma Pty Ltd - Windawarri Lodge	Community Development - Club and Capacity Development - facilitators for Sports Community - Steve Pallas - one night accommodation at Windawarri for Tuesday 12.5.15	212.47
13/04/2015	Hotel Ibis - Perth	Community Development - Club and Capacity Development - facilitator accommodation 14.5.15- Steve Pallas, Sports Community - Hotel Ibis Budget Perth Airport	149.00
15/05/2015	Swan Taxis	Community Development - Executive Manager taxi fare to attend meeting with DSR in Perth 15.5.15	28.98
15/05/2015	Credit Card Purchasing One Off	Community Development - Executive Manager taxi fare to attend meeting with DSR in Perth 15.5.15	26.78
22/04/2015	ISS INTEGRATED SERVICES Pty Ltd	Community Development - Club and Capacity Development - accommodation for Simmone Van Buerle - Pannawonica 19.5.15-21.5.15	342.00
18/05/2015	ISS INTEGRATED SERVICES Pty Ltd	Accommodation for Cindy Derschow for monthly manager visit to Pannawonica Library staff. 2 nights accommodation required at Pannawonica Tavern 18.5.15-20.5.15	342.00
19/05/2015	Esso Gumula Pty Ltd - Rocklea Palms	Community Development - meeting in Paraburdoo 21.5.15 - Accommodation for Mike Sully	173.01
26/05/2015	Virgin Australia	Community Development - External Funding - Passion of the Pilbara - Travel insurance for David Swain (Workshop Events Facilitator)	13.95
26/05/2015	Virgin Australia	Community Development - External Funding - Passion of the Pilbara - Return flights for Kathy Ferris (Workshop Events Facilitator) Sydney - Perth 23.6.15-28.6.15	591.70
26/05/2015	Virgin Australia	Community Development - External Funding - Passion of the Pilbara - Return flights for David William Swain (Workshop Events Facilitator) Sydney - Perth 24.6.15 - 28.6.15	591.70
26/05/2015	Qantas	Community Development - External Funding - Passion of the Pilbara - Return flights for Mark Olive (Celebrity Chef) Mel - Perth 26.6.15-29.6.15	645.00
28/05/2015	Qantas	Community Development - Passion of the Pilbara - External Funding - additional baggage for Mark Olive Melbourne-Perth return 16.6.15-29.6.15	60.00
26/05/2015	Qantas	Community Development - External Funding - Passion of the Pilbara - Return flights for Tania and Mark Bakar (MC - Workshop Events) Broome-Exmouth 23.6.15-25.6.15	3,157.70
27/05/2015	Virgin Australia	Community Development - External Funding - Passion of the Pilbara - Change of flights fee for David William Swain (Workshop Events Facilitators) Sydney - Perth return 24.6.15-28.6.15	122.00
29/05/2015	Credit Card Purchasing One Off	Matt Blatt - Community Development - Onslow - Office furniture - replacement ergonomic chairs for two staff	1,036.00
Total			10,993.06

LIST OF PAYMENTS FOR JUNE 2015

Neil Hartley

30/04/2015	Dropbox	Premium Dropbox subscription for media for the month of May 15	13.21
27/02/2015	Credit Card Purchasing One Off	Hilton Darwin - Accommodation at the Hilton Darwin for Cecilia Fernandez for the Pilbara Kimberley Forum 01.05.15-05 - 05.05.15	1,000.79
27/02/2015	Credit Card Purchasing One Off	Hilton Darwin - Accommodation for Peter Foster at the Hilton Darwin for the Pilbara Kimberley Accommodation 01.05.15 - 05.05.15	999.78
27/02/2015	Credit Card Purchasing One Off	HILTON DARWIN - Accommodation for Lorraine Thomas at the Hilton Darwin for the Pilbara Kimberley Forum 1.5.15-5.5.15	999.27
27/02/2015	Credit Card Purchasing One Off	Hilton Darwin - Accommodation for Kerry White at the Hilton Darwin for the Pilbara Kimberley Forum 1.5.15-5.5.15	974.40
05/05/2015	Credit Card Purchasing One Off	Hilton Darwin - Accommodation for Neil Hartley at the Hilton Darwin for the Pilbara Kimberley Forum 1.5.15-5.5.15	970.34
07/05/2015	PASCAL PRESS	Citizenship Ceremony Gifts - Souvenir Picture Book - Australia - Steve Parish	388.50
13/05/2015	Esso Gumula Pty Ltd - Rocklea Palms	Community Development - Club and Capacity Development - facilitators for sports Community - Steve Pallas - one night accommodation at Rocklea Palms 13.5.15	173.01
20/05/2015	Beadon Bay Hotel	Council Meeting Dinner May 15 - (Meals)	699.00
20/05/2015	Beadon Bay Hotel	Council Meeting Dinner May 15 (Drinks)	460.50
28/05/2015	Qantas	Return flights for Cr Kerry to attend June OMC in Paraburdoo 16.6.15-18.6.15	671.00
29/05/2015	Qantas	Return flights for Maurice Ferialdi 10.7.15-19.7.15 - FIFO Employee	811.00
31/05/2015	Dropbox	Premium Dropbox Subscriptions for media for the month of June 15	13.52
Total			8,174.32

Total Credit Cards**55,562.89**

MUNICIPAL TOTALS	
EFT TRANSACTIONS	\$ 5,906,203.26
SUPER PAYMENTS	\$ 128,769.52
CHEQUES	\$ 219,820.40
CREDIT CARDS	\$ 55,562.89
	\$ 6,310,356.07
TRUST TOTALS	
CHEQUES AND EFT TRANSACTION	\$ 34,129.11
	\$ 34,129.11

Delegated Authority Register 2015



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Introduction

Purpose of Delegating Authority

The aim of delegated authority is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. This is consistent with the Shire's commitment to a strong customer service focus. The register details the related document(s) where the power to delegate is derived from, including legislation and policies of the Council. This enables easier cross-referencing. This delegated authority register will be reviewed in accordance with the Local Government Act 1995 (the Act) on an annual basis. The co-ordination of the review will be performed through the Corporate Strategy and Performance Directorate.

Legislation

The Local Government Act 1995 allows for a local government to delegate to the Chief Executive Officer (CEO) the exercise of any of its powers or the discharge of any of its duties under the Act except those listed in section 5.43. All delegations made by the Council must be by absolute majority decision. {S5.42 (1)}.

Associated Legislation

Legislation other than the *Local Government Act 1995*, its regulations and the local government's local laws created under the Act where delegations or authorisations may occur are as follows:-

- Planning and Development Act 2005 including regulations, and adopted policies;
- Dog Act 1976 and regulations;
- Cat Act 2011 and regulations;
- Bush Fires Act 1954, regulations and local laws created under that Act;
- Health Act 1911 (as amended) regulations and local law created under that Act;
- Freedom of Information Act 1992;
- Land Administration Act 1997, as amended and regulations;
- Litter Act 1979 and regulations;
- Local Government (Miscellaneous Provisions) Act 1960 as amended;
- Caravan Parks and Camping Grounds Act 1995;
- Control of Vehicles (Off-Road Areas) Act 1978 and regulations;
- Spear-guns Control Act 1955;
- Strata Titles Act 1985;
- Food Act 2008;
- Environmental Protection Act 2005;
- Building Act 2011 and Building Regulations 2012

Some legislation provides for authorisation of Local Government officers to have powers as are necessary in order for them to perform their required duties as a specific function of the local government. These duties are carried out as "acting through" functions under s.5.45(2) of the *Local Government Act 1995*

The *Planning and Development Act 2005* recognises the WA Planning Commission to delegate under section 16(1) and (3)(e) "any function of the Commission under this Act or any other written law, except this power of delegation, a local government, a committee established under the *Local Government Act 1995*, or an employee of a local government."

Section 14(a)(iii) "Functions" of the *Planning and Development Act* recognises the functions of the Commission to advise the Minister on legislation and delegations associated with local planning schemes. This includes Council's Town Planning Scheme No.7.

Delegation by the Chief Executive Officer

The Act allows for the CEO to delegate any of the powers to another Employee.

{S5.44 (1)}. This must be done in writing. {S5.44 (2)} The Act allows for the CEO to place conditions on any delegations if desired. {S 5.44 (4)}

A register of delegations relevant to the CEO and other employees is to be kept and reviewed at least once every financial year. {S.5.46(1) and (2)}. If a person is exercising a power or duty that they have been delegated, the Act requires that records be kept whenever the delegated authority is used. {S 5.46 (3)}

The record is to contain the following information:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.
{Local Government (Administration) Regulations 1996 Regulation 19.}

Departments responsible for a work process are to ensure that data is captured and records managed in accordance with all legislation, as well as preparing reports to Council where required under a specific delegation. This includes recording of delegated authority of the CEO where applicable, once approved through a signed authority by the CEO.

A person to whom a power is delegated under the Act is considered to be a 'designated employee' under S 5.74(b) of the Act and is required to complete a primary and annual return each year.

There is no power for a person other than the CEO to delegate a power. {S 5.44 (1)}.

Acting through another person

Local Government Act 1995 – Section 5.45 (2)

Nothing in this Division (Division 4 - Local Government Employees) is to be read as preventing –

- a) a local government from performing any of its functions by acting through a person other than the CEO; or
- b) a CEO from performing any of his or her functions by acting through another person.

The key difference between a delegation and “acting through” is that a delegate exercises the delegated decision making function in his or her own right.

The principal issue is that where a person has no discretion in carrying out a function, then that function may be undertaken through the “acting through” concept. Alternatively, where the decision allows for discretion on the part of the decision maker, then that function needs to be delegated for another person to have that authority.

The difference between a delegated authority to exercise a discretion on behalf of the Shire and acting through another person to undertake a function on behalf of the Shire where no discretion exists is reinforced by Section 56 of the Interpretation Act 1984 which states –

56. “May” imports a discretion, “shall” is imperative

- (1) Where in a written law the word “may” is used in conferring a power, such word shall be interpreted to imply that the power so conferred may be exercised or not, at discretion.
- (2) Where in a written law the word “shall” is used in conferring a function, such word shall be interpreted to mean that the function so conferred must be performed.

PART 1 FUNCTIONS OF LOCAL GOVERNMENTS

PART 3 OF THE LOCAL GOVERNMENT ACT 1995

DA01-8

CLOSING CERTAIN THOROUGHFARES TO VEHICLES (EXCEEDING 4 WEEKS)

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power inclusive of conditions [see below].*

A local government may, after providing public notice of its intentions and reasons, inviting submissions and then considering submissions, order a thoroughfare to be wholly or partially closed to vehicles for a period exceeding 4 weeks.

Legislative Power or duty delegated:

Section 3.50(1a) and 3.50(4) Local Government Act 1995

Legislative power to delegate

Section 5.42 and Section 5.44 Local Government Act 1995

Policy

ENG06 Road Closures

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the power to close a thoroughfare, wholly or partially, subject to Section 3.50 of the Local Government Act 1995.

Conditions and Exceptions:

The permanent closure of thoroughfares to be referred to Council for determination

CEO delegates to:

Executive Managers

Delegation delegated by the CEO

The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.

Reporting Requirements:

- Action taken to close thoroughfares must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Notification must be made to relevant Councillors via EMACCESS.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013 PREVIOUSLY DA024 and DA029
16 July 2014
15 July 2015

PART 2 ADMINISTRATION

PART 5 OF THE LOCAL GOVERNMENT ACT 1995

DA02-1

APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER (FOR PERIODS OF 10 DAYS OR LESS)

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Appointment of Acting Chief Executive Officer (for periods of 10 days or less) to undertake the CEO's functions.
Legislative Power or duty delegated:	Section 5.36(1)(a) of the Local Government Act 1995
Legislative power to delegate	Section 5.41 and 5.42 of the Local Government Act 1995
Delegation to:	Chief Executive Officer
Delegation:	To undertake the CEO's functions.
Conditions and Exceptions:	Delegated authority is only granted for appointments to the position of Acting Chief Executive Officer covering a period of 10 days or less. In instances where an appointment is required for a period exceeding 10 days, then that proposed appointment must be presented to Council for determination prior to the appointment taking effect.
Delegation delegated by the CEO	The Chief Executive Officer is delegated the power to make appointments to the position of Acting Chief Executive Officer (for periods of 10 days or less).
Reporting Requirements:	<ul style="list-style-type: none"> The Chief Executive Officer must advise Elected Members, upon use of the delegation, of any appointments which are made to the position of Acting Chief Executive Officer under delegated authority. Details of the appointments must be recorded in Synergy under the appropriate File Number record to meet legislative requirements (including personal file). Delegation Form CEO 078 must be recorded in Synergy File CM02
Details of Review:	11 December 2013 16 July 2014 15 July 2015

DA02-2

LEGAL PROCEEDINGS – LOCAL GOVERNMENT ACT 1995

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

To allow the Chief Executive Officer to authorise legal expenses for Elected Members and Officers where a report cannot be presented to Council for approval and the expenses do not exceed \$5,000.

Legislative Power or duty delegated:

Section 6.7(2) of the Local Government Act 1995

Legislative power to delegate

Section 5.42 of the Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power to authorise legal expenses for Elected Members and Officers where a report cannot be presented to Council for approval subject to the Local Government Act 1995.

Conditions and Exceptions:

Subject to -

- Funds being available in the Shire's Annual Budget.
- Legal expenses do not exceed \$5,000 in respect of each application.

CEO delegates to:

N/A

Delegation delegated by the CEO

N/A

Reporting Requirements:

- Details of the appointments must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Elected members must be informed of approved applications via EMACCESS.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

15 September 1998
16 October 2001
17 June 2003
24 October 2006
19 February 2008
17 March 2009
17 February 2010
30 October 2011
11 December 2013 PREVIOUSLY DA018
16 July 2014
15 July 2015

DA02-4

DELEGATION OF POWERS AND DUTIES OF THE LOCAL GOVERNMENT ACT TO THE CEO

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

The CEO's functions to be performed shall encompass all parliamentary legislation. As such, it is necessary for the Chief Executive Officer to hold those powers necessary for them to perform the functions required of them in an expeditious and competent manner.

Legislative Power or duty delegated:

Section 5.42 of the Local Government Act 1995

Legislative power to delegate

Section 5.41(i) of the Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

Council delegates to the Chief Executive Officer all of the delegable functions of the local government under all parliamentary legislation for the effective management of the Shire of Ashburton. This delegation is supplementary to the prescribed delegations in the Delegated Authority Register 2013.

Conditions and Exceptions:

The delegation takes into account s5.43 of the Local Government Act. The delegation shall only be used when; an urgent operational function needs to be implemented and is not already prescribed as a delegated function; or, it is problematic for Council to convene to otherwise make the decision. Elected members will where possible be given at least 24 hours' notice via EMACCESS of the CEO's intent to use this delegated authority.

Specification:

This delegation is limited only to the extent that a constraint is outlined by the statute within which the Chief Executive Officer is operating, to any Council resolutions in effect, and the following limitations and clarifications:

LIMITATIONS –

The CEO's delegated authority is subject to the following limitations:-

- a) State Administrative Tribunals (SAT) negotiations and mediations up to a value of \$1,000,000 where there is a budget provision approved.
- b) ~~For the purposes of the administration of leases, acquire or dispose of any property lease valued at an amount not exceeding \$100,000 per annum. Superseded by DA06-07 and DA06-08~~
- c) Dispose of minor plant and equipment with a depreciated value of not more than \$100,000 without the requirement of Council approval.
- d) ~~Authorise a waiver, grant a concession, or write off an amount of money, not including a rate or service charge, owed to Council that does not exceed \$10,000. Superseded by DA03-02~~

Reporting Requirements:

- Details of the appointments must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Elected members must be informed of approved applications at the next ordinary meeting of Council via OCM Agenda Item via the Executive Officer.
- Elected Members will where possible be given at least 24 hours' notice via EMACCESS of the CEO's intent to use this delegated authority.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013
16 July 2014
15 July 2015

DA02-5

GIFT FOR ALL RETIRED COUNCILLORS

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	Council delegates the function of authorising gifts for all retired Councillors as prescribed in 34AC of the Local Government Act
Legislative Power or duty delegated:	Section 5.100A of the Local Government Act 1995
Legislative power to delegate	Section 5.100A and 34AC of the Local Government Act 1995
Delegation to:	Chief Executive Officer
Delegation:	Council delegates to the Chief Executive Officer the delegable function of authorising gifts for all retired Councillors.
Conditions and Exceptions:	<ol style="list-style-type: none"> 1. The retirement of a council member who has served at least one full 4 year term of office is prescribed under s5.100A(a) as circumstances in which a gift can be given to the Council member. 2. The amount as prescribed under section 5.100A(b) in respect of a gift given to a council member in the circumstances set out in sub-regulation (1).
CEO delegates to:	Executive Officer, Office of the CEO
Delegation delegated by the CEO	Functions delegated by the CEO to be undertaken by the Executive Officer, Office of the CEO to organise gifts for all retired Councillors as prescribed in 34AC of the Local Government Act.
Reporting Requirements:	<ul style="list-style-type: none"> • Details of the appointments must be recorded in Synergy under the appropriate File Number record to meet legislative requirements. • Elected members must be informed via email. • Delegation Form CEO 078 must be recorded in Synergy File CM02
Details of Review:	11 December 2013 16 July 2014 15 July 2015

DA02-6

DESIGNATE SENIOR EMPLOYEES

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

That Council delegate to the Chief Executive Officer the authority to designate other employees as Senior Employees, to whom the provisions of employment by written contract will apply.

Legislative Power or duty delegated:

Section 5.37(2) Local Government Act 1995

Legislative power to delegate

Section 5.42, Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

The CEO to determine if designated employees are to be senior employees as defined in Section 5.37 of the Local Government Act 1995.

Conditions and Exceptions:

The CEO is to inform the council of each proposal to employ or dismiss a designated senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so. If the position of a senior employee of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.

CEO delegates to:

Nil

Delegation delegated by the CEO

Nil

Reporting Requirements:

- If Senior Employees are to be designated within the Shire of Ashburton then a policy will be adopted as defined in Section 5.37 of the Local Government Act 1995.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

19 February 2014
16 July 2014
15 July 2015

PART 3 FINANCIAL MANAGEMENT

PART 6 OF THE LOCAL GOVERNMENT ACT 1995

DA03-1

PAYMENTS FROM MUNICIPAL FUND AND TRUST FUND

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

Where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, each payment from the municipal fund or the trust fund is to be noted on a list compiled for each month which is to be presented to the next ordinary meeting of council.

Legislative Power or duty delegated:

Regulation 12(1)(a) of the Local Government (Financial Management) Regulations 1996

Legislative power to delegate

Section 5.42 and Section 5.44 Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power to make payments from the municipal fund or the trust fund, subject to Regulation 12(1) of the Local Government (Financial Management) Regulations 1996 and Council's Accounting Policy.

Conditions and Exceptions:

Subject to the requirements of Regulation 13 of the Local Government (Financial Management) Regulations 1996.

CEO delegates to:

Executive Managers
Finance Manager

Delegation delegated by the CEO

The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.

Reporting Requirements:

- Details of the appointments must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Elected members must be informed of approved applications at the next ordinary meeting of Council via OCM Agenda Item.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

15 September 1998
in 16 October 2001
17 June 2003
24 October 2006
19 February 2008
17 March 2009
24 June 2009
17 February 2010
30 October 2011
31 December 2013 PREVIOUSLY DA004
16 July 2014
15 July 2015

DA03-2

WRITE OFF OF MONIES OWNING (NOT RATES OR SERVICE CHARGES)

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A local government may waive or grant concessions in relation to any amount of money or write off any amount of money that it is owed to the local government

Legislative Power or duty delegated:

Section 6.12(1)(c) Local Government Act 1995

Legislative power to delegate

Section 5.42 and Section 5.44 Local Government Act 1995.

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the power to waive, grant concessions or write off any amount of money owed to the Shire, subject to section 6.12(2) of the Local Government Act 1995.

Conditions and Exceptions:

- CEO authorisation shall apply to an amount up to a value of \$10,000 per debtor;
- Executive Manager Corporate Services has the authorisation up to a value of \$750 per debtor;
- Finance Manager has the authorisation to an amount up to the value of \$500 per debtor;
- Finance Officer/Rates has the authorisation to an amount up to the value of \$10 per debtor.

Authorised staff will need to take into consideration when making such decisions include:

- The amount involved;
- Impact of the writing off of the debt will have on the Council's finances and the debtor;
- The likelihood of ever recovering the debt.

CEO delegates to:

Executive Manager, Corporate Services
Finance Manager

Delegation delegated by the CEO

The CEO delegates to the above Officers the exercise of this delegated power.
The exercise of the delegated power does not include the power of delegation.

Reporting Requirements:

- Details of waiver, concession or write off must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Elected members must be informed via EMACCESS.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

16 October 2001
17 June 2003
24 October 2006
19 February 2008
17 March 2009
17 February 2010
30 October 2011
11 December 2013
16 July 2014
15 July 2015

DA03-9

CONSIDER OBJECTION TO THE RATE RECORD

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

The local government is to promptly consider any objection to the rate record and may either disallow it or allow it, wholly or in part.

Legislative Power or duty
delegated:

Section 6.76(5) Local Government Act 1995

Legislative power to delegate

Section 5.42 and Section 5.44 Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the power to consider any objection to the rate record and may either disallow it or allow it, wholly or in part, subject to section 6.76(5) of the Local Government Act 1995.

Conditions and Exceptions:

Nil

CEO delegates to:

Executive Officer, Corporate Services
Finance Manager

Delegation delegated by the CEO

The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.

Reporting Requirements:

- Details of the appointments must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013
16 July 2014
15 July 2015

DA03-10

CONCESSION FOR MINOR CHARGES

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A local government may approve the waiving or granting concessions in relation to any amount of money but shall not apply to an amount of money owing in respect of rates and service charges.

Legislative Power or duty delegated:

Section 6.12(1)(b) and 6.12(2) and (3) of the Local Government Act 1995

Legislative power to delegate

Section 5.42 of the Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power to approval concessions for minor charges where appropriate.

Conditions and Exceptions:

Authorisation only applies to charges less than \$1000. The delegate has the authority to deal with such matters relevant to the declaration.

CEO delegates to:

Executive Manager, Corporate Services
Executive Manager, Community Development

Delegation delegated by the CEO

The CEO delegates to the above Officers the exercise of this delegated power subject to a limit of \$1000. The exercise of the delegated power does not include the power of delegation.

Reporting Requirements:

- Details of minor variation must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

15 September 1998
16 October 2001
17 June 2003
24 October 2006
19 February 2008
17 March 2009
17 February 2010
30 October 2011
11 December 2013 PREVIOUSLY DA002
16 July 2014
15 July 2015

DA03-11

ACTIONS AGAINST LAND WHERE RATES OR SERVICE CHARGES UNPAID

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

The local government is authorised to instigate legal proceedings to recover unpaid rates.

Legislative Power or duty delegated:

Local Government Act 1995:-
s6.56(1) Rates or service charges recoverable in court s6.60(2)(3)(4) Local government may require lessee to pay rent
s6.64(1)(3) Actions to be taken
s6.69(2)(3) Right to pay rates, service charges and costs, and stay proceedings
s6.74(1) Power to have land re-vested in the Crown if rates in arrears 3 years
s 6.2(1)[1] Provisions relating to lease of land where rates or service charges unpaid [Section 6.65]
s 6.3(1)[4] and (4)[1] Provisions relating to sale or transfer of land where rates or service charges unpaid [Section 6.68(3)]

Legislative power to delegate

Local Government Act 1995 Section 5.42 and Section 5.43

Delegation to:

Chief Executive Officer

Delegation:

Authority to instigate legal proceedings to recover unpaid rates..

Conditions and Exceptions:

Subject to Schedule 6.2 in relation to the exercise of a power under section 6.64(1)(a).

CEO delegates to:

Executive Manager, Corporate Services

Delegation delegated by the CEO

Legal representation is limited by the Magistrates Court (Civil Proceedings) Act 2004

Reporting Requirements:

- Details of the determination must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

23 January 2013
8 May 2013
11 December 2013 PREVIOUSLY DA049
16 July 2014
15 July 2015

PART 4

MISCELLANEOUS PROVISIONS

DA04-1

WITTENOOM CLAIMS – LEGAL

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power inclusive of conditions [see below].*

Authorise the provision of instruction to Shire Solicitors in relation to Wittenoom Based Asbestos claims against the Shire of Ashburton and authorises to settle those claims.

File No:

AS.WI.2

Section / Act

S9.24 and s9.29 of the Local Government Act 1995.

Date of Decision

Adopted at the Ordinary Meeting of Council held on 24 October 2006

Authority Delegated:-

The CEO is delegated to provide instructions to Shire Solicitors in relation to Wittenoom Based Asbestos claims against the Shire of Ashburton and to settle those claims.

Conditions:

Limit of Shire of Ashburton's portion of claim able to be settled to be a maximum of \$125,000.

Officer (s) upon whom Delegation conferred:

Chief Executive Officer

CEO delegates to:

Nil

Method of Recording
Use of Delegation:

- Details of outcomes must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Elected members must be informed via EMACCESS.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review

19 February 2008
17 March 2009
17 February 2010
30 October 2011
11 December 2013 PREVIOUSLY DA036
16 July 2014
15 July 2015

PART 5

LOCAL GOVERNMENT

(UNIFORM LOCAL PROVISION)

REGULATIONS 1996

DA05-1

PRIVATE WORKS ON, OVER OR UNDER PUBLIC PLACES

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A local government may grant permission to a person to construct anything on, over or under a public thoroughfare or other public place that is local government property.

Legislative Power or duty delegated:

Regulation 17(2) of the Local Government (Uniform Local Provisions) Regulations 1996.

Legislative power to delegate

Section 5.42 and Section 5.44, Local Government Act 1995

Policy:

PLA03 Standard Development and Subdivision Conditions and Grounds of Refusal Policy

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power to grant permission to a person to construct anything on, over or under a public thoroughfare or other public place that is local government property, subject to Regulation 17 of the Local Government (Uniform Local Provisions) Regulations 1996 and Schedule 3.1, Division 2, item 3 and section 3.25(1)(b) of the Local Government Act 1995.

Conditions and Exceptions:

That due process for the issuing of a notice under section 3.25 of the Act is followed.

CEO delegates to:

Executive Manager, Infrastructure Services
Executive Manager, Development and Regulatory Services
Principal Town Planner

Delegation delegated by the CEO

The CEO delegates to the above Officers the exercise of this delegated power.
The exercise of the delegated power does not include the power of delegation.

Reporting Requirements:

- Details of the appointments must be recorded in Synergy under the appropriate File Number record to meet legislative requirements, (including personal file).
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013
16 July 2014
15 July 2015

PART 6

LOCAL GOVERNMENT (FUNCTION AND GENERAL) REGULATIONS 1996

DA06-1

DETERMINING THAT TENDERS DO NOT HAVE TO BE INVITED FOR
THE SUPPLY OF GOODS AND SERVICES

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A local government does not have to publicly invite tenders before it enters into a contract for the supply of goods or services even though the consideration under the contract is, or is expected to be, worth more than \$100,000 if it has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier.

Legislative Power or duty
delegated:

Section 3.57(1) of the Local Government Act 1995 and Regulation 11(2)(f) of the Local Government (Function and General) Regulations 1996.

Legislative power to delegate

Section 5.42 and Section 5.44 Local Government Act 1995

Policy:

FIN04 Buy Local – Regional Price Preference Policy
FIN12 Purchasing and Tender Policy
FIN14 Shire of Ashburton Tender Assessment Policy

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power to determine that the Shire has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier and not publicly invite tenders before the Shire enters into a contract for the supply of goods or services even though the consideration under the contract is, or is expected to be, worth more than \$100,000.

Conditions and Exceptions:

The determination is to be supported by a detailed report and subject to the requirements and conditions of Council's FIN12 Purchasing and Tender Policy.

CEO delegates to:

N/A

Delegation delegated by the CEO

N/A

Reporting Requirements:

- Details of the determination must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013
16 July 2014
15 July 2015

DA06-2

TENDERS EVALUATION CRITERIA

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

The local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.

Legislative Power or duty delegated:

Regulation 14(1), (2), (3), (4) or (5) of the Local Government (Function and General) Regulations 1996.

Legislative power to delegate

Section 5.42 and Section 5.44 Local Government Act 1995

Policy:

FIN12 Purchasing and Tender Policy
FIN14 Shire of Ashburton Tender Assessment Policy

Delegation to:

Chief Executive officer

Delegation:

The Chief Executive Officer is delegated the power to determine in writing the tender evaluation criteria prior to tenders being advertised.

Conditions and Exceptions:

Nil

CEO delegates to:

Executive Managers
Manager of Procurement

Delegation delegated by the CEO

The CEO authorises the Executive Managers to determine in writing the tender evaluation criteria prior to tenders being advertised.

Reporting Requirements:

- Details of the variation to the evaluation criteria must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Follow (if applicable) a notice given under the conditions of the Local Government (Function and General) Regulations 1996 14(1) or (2), "a local government may vary the information referred to in (3) by taking reasonable steps to give each person who has sought copies of the tender documents or each acceptable tenderer, as the case may be, notice of the variation" (ADDENDUM) the details of the notice must be recorded in Synergy under the appropriate File Number to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

15 September 1998
16 October 2001
17 June 2003
24 October 2006
19 February 2008
17 March 2009
17 February 2010
30 October 2011
12 February 2013
11 December 2013
16 July 2014
15 July 2015

DA06-3

MINOR VARIATION FOR GOODS OR SERVICES

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	A local government may, with the approval of the tenderer, make a minor variation in a contract for goods or services before it enters the contract with the successful tenderer.
Legislative Power or duty delegated:	Regulation 20(1) of the Local Government (Function and General) Regulations 1996.
Legislative power to delegate	Section 5.42 and Section 5.44 Local Government Act 1995
Delegation to:	Chief Executive Officer
Policy:	FIN04 Buy Local – Regional Price Preference Policy FIN12 Purchasing and Tender Policy
Delegation:	The Chief Executive Officer is delegated the power, with the approval of the tenderer, to make a minor variation in a contract for goods or services before the Shire enters the contract with the successful tenderer, subject to Regulation 20(1) of the Local Government (Functions and General) Regulations 1996.
Conditions and Exceptions:	That the variation is minor having regard to the total goods or services that tenderers were invited to supply
CEO delegates to:	Executive Managers Manager of Procurement
Delegation delegated by the CEO	The CEO delegates to the above Officers the exercise of this delegated power subject to a variation limit of less than 10% of the contract value. The exercise of the delegated power does not include the power of delegation.
Reporting Requirements:	<ul style="list-style-type: none"> Details of the minor variation must be recorded in Synergy under the appropriate File Number record to meet legislative requirements. Delegation Form CEO 078 must be recorded in Synergy File CM02
Details of Review:	11 December 2013 16 July 2014 15 July 2015

DA06-4

EXPRESSIONS OF INTEREST

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power inclusive of conditions [see below].*

Determine:

1. When to call tenders or not to call tenders [s3.57(1), F&G Reg.11]
2. The circumstances to invite tenders, though not required to do so [F&G Reg.13]
3. Selection criteria for the acceptance of tenders [F&G Reg.14(2a)]
4. The information to be disclosed to those interested in submitting a tender [F&G Reg.14(4)(a)]
5. Minor variations before entering into a contract [F&G Reg.20]
6. Appropriate circumstances (for application of the Expression of interest process) and to call for Expressions of Interest [F&G Reg.21]

Legislative Power or duty
delegated:

S3.57 of the Local Government Act 1995

Local Government (Function and General) Regulations 1996

- Reg 11 Tenders to be invited for certain contracts
- Reg 13 Procedure when local government invites tenders though not required to do so
- Reg 14 (2a), (4)(a) and (5) Requirements for publicly inviting tenders
- Reg 20 Variation of requirements before entry into contract
- Reg 21 Limitation may be placed on who can tender

Legislative power to delegate

s5.42 Delegation of some powers or duties to the CEO and

s5.43 Limitations on delegations to the CEO of the Local Government Act 1995

Policy:

FIN04 Buy Local – Regional Price Preference Policy

FIN12 Purchasing and Tender Policy

FIN14 Shire of Ashburton Tender Assessment Policy

Delegation to:

Chief Executive Officer

Delegation:

Authorisation is given to call for Expressions of Interest for the supply of goods or services where appropriate.

Conditions and Exceptions:

The delegate has the authority to deal with such matters relevant to this declaration.

Details of the expression of interest sought must be recorded in the appropriate record and in the Tender Register as required by the Local Government (Functions and General) Regulations 1996, Regulation 17.

A determination to call a tender must only occur where the procurement or disposal is identified in Annual Budget allocations.

Minor variations before entering a contract are limited to a maximum value of aggregated variations which remain under 10% of the total contract value and remain within the relevant adopted Budget allocation.

CEO delegates to:

Executive Managers

Manager of Procurement

Reporting Requirements:

- Details to be recorded in the Expression of Interest Register to meet legislative requirements (Procurement Manager).

Details of Review:

16 March 1999
16 October 2001
17 June 2003
24 October 2006
19 February 2008

17 March 2009
17 February 2010
30 October 2011
11 December 2013 PREVIOUSLY DA007
16 July 2014
15 July 2015

DA06-5

CHOICE OF ACCEPTABLE TENDERS FROM AN EXPRESSION OF INTEREST

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A local government must consider any submissions of interest that have not been rejected and decide which ones could satisfactorily supply the goods or services.

Legislative Power or duty delegated:

Regulation 23(3) of the Local Government (Function and General) Regulations 1996.

Legislative power to delegate

Section 5.42 and Section 5.44, Local Government Act 1995

Delegation to:

Chief Executive Officer

Policy:

FIN04 Buy Local – Regional Price Preference Policy
FIN12 Purchasing and Tender Policy
FIN14 Shire of Ashburton Tender Assessment Policy

Delegation:

The Chief Executive Officer is delegated the power to consider any submissions of interest that have not been rejected and decide which ones could satisfactorily supply the goods or services, subject to Regulation 23(3) of the Local Government (Functions and General) Regulations 1996.

Conditions and Exceptions:

Subject to Regulation 14(2), 15(2), 17(2)(c) and 18(3) of the Local Government (Functions and General) Regulations 1996.

CEO delegates to:

Nil

Delegation delegated by the CEO

Nil

Reporting Requirements:

- Details of the expression of interest sought must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Details of the Expression of Interest must be recorded on the Tender Register to meet legislative requirements (Procurement Manager).
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013
16 July 2014
15 July 2015

DA06-6

AWARD TENDERS

Please see Agenda Item 13.3

DA06-7

STAFF AND EMPLOYEE PROPERTY LEASES CONTRACTS

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

That authority is delegated to the Chief Executive Officer for the acquisition of property by way of leases for the purpose of staff housing and employee accommodation up to the value outlined in the budget.

Legislative Power or duty delegated:

- (a) Local Government Act 1995 Section 3.58
The local government in this section —
acquire has a meaning that accords with the meaning of dispose ;
dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
- (b) Exempt land transactions prescribed (Act s. 3.59) it is the leasing of land to an employee of the local government for use as the employee's residence Local Government (Functions and General) Regulation 1996 30(2)(d) Section 3.58

Legislative power to delegate

Section 5.42 and Section 5.44, Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

The authorisation is given for the acquisition of property by way of leases for the purpose of staff housing and employee accommodation up to the value outlined in the budget.

Conditions and Exceptions:

Total value of leases to be within budget limitations.

~~Under Reg 30(2) a disposition of land is an exempt disposition if —~~

- ~~• it is the leasing of land to an employee of the local government for use as the employee's residence; or~~
- ~~• it is the leasing of land for a period of less than 2 years during all or any of which time the lease does not give the lessee the exclusive use of the land; or~~
- ~~• it is the leasing of land to a person registered under the Health Practitioner Regulation National Law (Western Australia) in the medical profession to be used for carrying on his or her medical practice; or~~
- ~~• it is the leasing of residential property to a person.~~

CEO delegates to:

Manager, Organisational Development

Delegation delegated by the CEO

The delegated authority to sign all leases for staff housing and employee accommodation with the following exception, namely, annual rentals of greater than \$52,000 per year to be with the Chief Executive Officer's prior individual endorsement.

Reporting Requirements:

- Details of outcomes must be recorded in Lease Register and recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

23 January 2013
8 May 2013
11 December 2013 PREVIOUSLY DA049
16 July 2014
15 July 2015 - Change in Legislative Powers to reflect the functions to be performed.

DA06-8

LEASE AGREEMENTS INCLUDING USER AND LICENCE AGREEMENTS

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	That authority be delegated to the Chief Executive Officer to establish and renew and vary existing Lease Agreements including User and Licence Agreements for properties that are under the care, control and Management of the Shire of Ashburton.
Legislative Power or duty delegated:	Section 3.58 Local Government Act 1995, Disposing of Property Section 6.26 of the Local Government (Functions and General) Regulations 1996 regulation 30
Legislative power to delegate	Section 5.44, Local Government Act 1995
Policy	REC05 Community Lease and Licence Agreements of the Shire Assets (Facilities, Buildings and Land)
Delegation to:	Chief Executive Officer
Delegation:	The delegation is given for the establishment, renewal and variation of User and Licence Agreements, Commercial Lease Agreements and Community Lease Agreements limited to: <ul style="list-style-type: none"> • Each agreement not exceeding a total value of \$200,000 per annum; and • Multi-year contracts not exceeding a total value of \$2,000,000.
Conditions and Exceptions:	Complies with Council Policy REC05 Community Lease and Licence Agreements of the Shire Assets (Facilities, Buildings and Land) Compliance with Local Government Act 1995 s. 3.58(d), s. 6.26 and Local Government (Functions and General) Regulations 1996 r. 30(2)(b).
CEO delegates to:	Executive Manager, Strategic and Economic Development
Delegation delegated by the CEO	That authority be delegated to the Executive Manager, Strategic and Economic Development to sign lease contracts for the Ocean View Caravan Park as required.
Reporting Requirements:	<ul style="list-style-type: none"> • Details of outcomes must be recorded in the Lease Register and must be recorded in Synergy under the appropriate File Number record to meet legislative requirements. • Delegation Form CEO 078 must be recorded in Synergy File CM02.
Details of Review:	10 December 2014 15 July 2015

PART 7

OTHER LEGISLATION

The Local Government may delegate, appoint and authorise Shire staff directly under the following Acts:

Building Act 2011

Bush Fires Act 1985

Cat Act 2011

Dog Act 1976

Food Act 2008

Liquor Control Act 1988

Residential Tenancy Act 1997

Strata Titles Act 1985

BUILDING ACT 2011

DA07-1

APPROVE OR REFUSE BUILDING PERMIT

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A permit authority to which a certified application or an uncertified application is made must grant the building permit if it is satisfied that the application is in accordance with subsections 20(1)(a) to (s).

A permit authority to which an application is made must not grant the building permit unless it is satisfied as to each of the matters mentioned in subsection (1)(a) to (s).

A permit authority to which an application is made may refuse to grant the building permit applied for if it appears to the permit authority that there is an error in the information provided for the application or in a document that accompanied the application

A permit authority to which an application is made must not grant a building permit ...if to do so would be inconsistent with subsections (2)(a) and (b).

Legislative Power or duty delegated:

Section 20 of the Building Act 2011

Legislative power to delegate

Section 127 of the Building Act 2011

Delegation to:

Executive Manager, Development and Regulatory Services
Building Surveyors

Delegation:

To approve or refuse to approve plans and specifications submitted under section 20 of the Building Act 2011.

Conditions and Exceptions:

In undertaking the functions of this delegation, Building Surveyors must:

1. Be employed by the Shire in accordance with section 5.36 of the Local Government Act 1995; and
2. With respect to uncertified applications, hold the appropriate qualification as set out under Regulation 6 of the Local Government (Building Surveyors) Regulations 2008.

Reporting Requirements:

- Details of the action must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02.

Details of Review:

11 December 2013 PREVIOUSLY DA 39, 40 AND 41
16 July 2014
15 July 2015

BUILDING ACT 2011

DA07-2

APPROVE OR REFUSE DEMOLITION PERMIT

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

The permit authority to which an application for a demolition permit is made must grant the demolition permit if it is satisfied that the permit complies with subsections (1)(a) to (o).

A permit authority to which an application for a demolition permit is made must not grant the demolition permit unless it is satisfied as to each of the matters mentioned in subsection (1)(a) to (o).

Legislative Power or duty
delegated:

Section 21 of the Building Act 2011

Legislative power to delegate

Section 127 of the Building Act 2011

Delegation to:

Executive Manager, Development and Regulatory Services
Building Surveyors

Delegation:

To approve or refuse to approve plans and specifications submitted under section 21 of the Building Act 2011.

Conditions and Exceptions:

Delegation does not apply to places listed on the State's Register of Heritage Places or Council's Heritage Register, or to places classified by the National Trust.

In undertaking the functions of this delegation, Building Surveyors must be employed by the Shire in accordance with section 5.36 of the Local Government Act 1995.

Reporting Requirements:

- Details must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02.

Details of Review:

11 December 2013 PREVIOUSLY DA 39, 40 AND 41
16 July 2014
15 July 2015

BUILDING ACT 2011

DA07-3

GRANT OF OCCUPANCY PERMIT OR BUILDING APPROVAL
CERTIFICATE

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A permit authority to which an application is made must grant or modify the occupancy permit or grant the building approval certificate applied for if it is satisfied that the application is in compliance with subsections 58(1)(a) to (l).

A permit authority to which an application is made must not grant or modify the occupancy permit or grant the building approval certificate applied for unless it is satisfied as to each of the matters mentioned in subsections (1)(a) to (l).

Legislative Power or duty
delegated:

Section 58 of the Building Act 2011

Legislative power to delegate

Section 127 of the Building Act 2011

Delegation to:

Executive Manager, Development and Regulatory Services
Building Surveyors

Delegation:

To approve, modify or refuse to approve applications submitted under Section 58 of the Building Act 2011.

Conditions and Exceptions:

In undertaking the functions of this delegation, Building Surveyors must be employed by the Shire in accordance with section 5.36 of the Local Government Act 1995.

Reporting Requirements:

- Details of the action must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02.

Details of Review:

11 December 2013 PREVIOUSLY DA 39, 40 AND 41
16 July 2014
15 July 2015

BUILDING ACT 2011

DA07-4

EXTENSION OF PERIOD OF DURATION OF OCCUPANCY PERMIT OR
BUILDING APPROVAL CERTIFICATE

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A permit authority to which an application is made may extend the period in which the occupancy permit or modification, or the building approval certificate has effect and may do so even though the application was made after the expiration of the period.

Legislative Power or
duty delegated:

Section 65(4) of the Building Act 2011

Legislative power to delegate

Section 127 of the Building Act 2011

Delegation to:

Executive Manager, Development and Regulatory Services
Building Surveyors

Delegation:

To approve, modify or refuse to approve applications submitted under Section 65 of the Building Act 2011.

Conditions and Exceptions:

In undertaking the functions of this delegation, Building Surveyors must be employed by the Shire in accordance with section 5.36 of the Local Government Act 1995.

Reporting Requirements:

- Details of the action must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02.

Details of Review:

11 December 2013 PREVIOUSLY DA 39, 40 AND 41
16 July 2014
15 July 2015

BUILDING ACT 2011

DA07-5

ISSUE AND REVOCATION OF BUILDING ORDERS

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A permit authority may make an order (a building order) in respect of one or more of the following

–

- (a) particular building work;
- (b) particular demolition work;
- (c) a particular building or incidental structure, whether completed before or after commencement day.

A permit authority may, but notice in writing, revoke a building order at any time and must serve each person to whom the order is directed with a copy of the notice.

Legislative Power or duty delegated:

Section 110(1) Building Orders and Section 133 Prosecutions of the Building Act 2011

Legislative power to delegate

Section 127 of the Building Act 2011

Delegation to:

Executive Manager, Development and Regulatory Services

Delegation:

To make building orders pursuant to section 110 and revoke building orders pursuant to section 117 of the Building Act 2011.

Conditions and Exceptions:

Coordinator Building Approvals may:

- Refer notices to the Shire's Lawyer where it is considered appropriate; and
- Determine that an order is to remain in effect in accordance with section 117(2) of the Building Act 2011 where it is considered appropriate.

Reporting Requirements:

- Details of the action must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02.

Details of Review:

11 December 2013 PREVIOUSLY DA 39, 40 AND 41
16 July 2014
15 July 2015

BUILDING ACT 2011

DA07-6

NOTICES OF REQUIRED BUILDING ALTERATIONS

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

As per section 401 of the former provisions of the Local Government (Miscellaneous Provisions) Act 1960 a local government may, during or after the erection of a building in its district, give to the builder or owner of the building, written notice of anything, in the construction of the building —

- which tends to render the building unsafe or prejudicial to the public interest;
- which is not in compliance with, or is a departure from, the plans and specifications for the building, of which plans and specifications the approval of the local government has been obtained as required by this Act;
- which is a contravention of this Act; or
- which, where permission of the local government is required for carrying it out, has been carried out without that permission;

and requiring him to pull down or so alter the building as to remove the cause of the objection and on being served with the notice the builder or owner shall comply with the requisition, unless he applies to the State Administrative Tribunal under subsection (3) for a review of the decision to make the requisition and the State Administrative Tribunal sets aside the decision.

Legislative Power or duty delegated:

Section 401 of the former provisions of the Local Government (Miscellaneous Provisions) Act 1960

Legislative power to delegate

Section 127 of the Building Act 2011

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the power to serve notice on the builder or owner requiring alterations to a building, subject to Section 190 of the Building Act 2011 and as per the former provisions of Section 401 of the Local Government (Miscellaneous Provisions) Act 1960. The delegation is only for a proceeding prior to the commencement of the Building Act.

Conditions and Exceptions:

The Executive Manager, Development and Regulatory Services may:

- Refer notices to the Shire's Lawyer where it is considered appropriate; and
- Determine that an order is to remain in effect in accordance with section 117(2) of the Building Act 2011 where it is considered appropriate.

CEO delegates to:

Executive Manager, Development and Regulatory Services
Building Surveyors

Delegation delegated by the CEO

The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.

Reporting Requirements:

- Details of notices given must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02.

Details of Review:

11 December 2013 PREVIOUSLY DA 39, 40 AND 41
16 July 2014
15 July 2015

BUILDING ACT 2011

DA07-7

ENCROACHMENT OVER, ON, OR UNDER STREET

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

Despite the Interpretation Act 1984 section 37(1) if, immediately before commencement day - a notice under section 400(3) of the former provisions was in effect.

Section 400(3) of the Local Government (Miscellaneous Provisions) Act 1960 states:

If, within 35 days after written notice by the local government to remove a building or part of a building or an awning, veranda, or balcony which is not erected, rebuilt, placed, or provided in conformity with the requirements of section 400, or to alter it so that as altered it will conform with those requirements, has been served on the owner or occupier of the building, it is not removed or so altered, the Magistrates Court may grant a warrant to the local government, authorising the local government forthwith to cause the building or the awning, veranda, or balcony, to the extent to which it so encroaches, to be taken down or altered to comply with those requirements and may make such order as to the costs of and incidental to the proceedings as the court thinks fit, and the local government, by its agents, servants and workmen may by authority of a warrant so granted, lawfully enter the land on which it stands and take down, and remove it, accordingly at the expense of the owner or occupier, and the local government may recover the amount of the expense of doing so from the owner or occupier in a court of competent jurisdiction, and a warrants so granted or an order so made is not subject to appeal.

Legislative Power or duty delegated:

Section 400 of the Local Government (Miscellaneous Provisions) Act 1960.

Legislative power to delegate

Section 127 of the Building Act 2011

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the power to serve notice on the owner or occupier to remove part of a building encroaching over, on or under a street, subject to Section 189(4)(a) of the Building Act 2011 and as per section 400(3) of the former provisions from the Local Government(Miscellaneous Provisions) Act 1960.

Conditions and Exceptions:

Nil

CEO delegates to:

Executive Manager, Development and Regulatory Services
Building Surveyors

Delegation delegated by the CEO

The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.

Reporting Requirements:

- Details of all notices issued must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02.

Details of Review:

11 December 2013
16 July 2014
15 July 2015

BUILDING ACT 2011

DA07-8

APPOINTMENT OF AUTHORISED PERSONS (SWIMMING POOL INSPECTORS)

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions of the Building Act 2011 and the Building Regulations 2012.

Legislative Power or duty delegated:

Section 93 (2)(d) of the Building Act 2011 and s.53 of the Building Regulations 2012.

Legislative power to delegate

Section 5.42 and section 5.44 of the Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the power to appoint authorised persons for the purpose of inspecting private swimming pools and enforcing the provisions of the Act, subject to Regulation 54(2)* of the Building Regulations 2012.

**Regulation 52 (2): For the purposes of section 93(2)(d) a person who was an authorised person for the purposes of section 245A of the repealed provisions immediately before repeal day is to be taken to be an authorised person in relation to the inspection of private swimming pool enclosures for the period commencing on repeal day and ending on the day that is 5 years after that day.*

Conditions and Exceptions:

Governance to be advised of the appointment of all authorised persons.
External authorised organisations to be identified.

CEO delegates to:

Executive Manager, Development and Regulatory Services
Swimming Pool Inspector

Delegation delegated by the CEO

To exercise this delegated power.

Reporting Requirements:

- Details of all swimming pools inspected must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02
- Written delegations must be given and recorded in the Authorised Officers Register to meet legislative requirements (including personal file).

Details of Review:

11 December 2013
16 July 2014
15 July 2015

BUILDING ACT 2011

DA07-9

RECOVER THE CHARGE IMPOSED FOR PRIVATE SWIMMING POOL INSPECTION

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A local government may recover the amount of a charge imposed under Regulation 53(2) of the Building Regulations 2012 in a court of competent jurisdiction in association with the previous provisions of the Local Government (Miscellaneous Provisions) Act 1960.

Legislative Power or
duty delegated:

Section 9.71(2)(3) of the Local Government Act 1995 and subject to Regulation 53(2) of the Building Regulations 2012.

Legislative power to delegate

Section 5.42 and section 5.44 of the Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the power to recover the amount of a charge imposed for the inspection of a private swimming pool in a court of competent jurisdiction, subject to Regulation 53(2) of the Building Regulations 2012

Conditions and Exceptions:

Nil

CEO Appoints:

Executive Manager, Corporate Services
Executive Manager, Development and Regulatory Services
Finance Manager

Appointment:

The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.

Reporting Requirements:

- Details of the recovery and court action must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02.

Details of Review:

11 December 2013
16 July 2014
15 July 2015

BUILDING ACT 2011

DA07-10

APPOINTMENT OF AUTHORISED PERSONS – BUILDING ACT 2011

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions of the Building Act 2011 and the Building Regulations 2012

Legislative Power or duty delegated:

Section 96 (3) of the Building Act 2011

Legislative power to delegate

Section 5.42 and section 5.44 of the Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

Authority to appoint authorised persons for the purposes of the Building Act 2011 and the Building Regulations 2012 in relation to buildings and incidental structures located, or proposed to be located in the Shire's district.

Conditions and Exceptions:

The Delegation is subject to *section 100(2) of the Building Act 2011*:

"The authorised person is not entitled to enter a part of a place in use as a residence, except –

- a) with the consent of an adult occupier; or*
- b) under the authority of an entry warrant; or*
- c) to take action under section 118(2) in relation to a building order emergency); and*

Section 127 (3) of the Building Act 2011

(3) A delegation of a local government's powers or duties may be only to a local government employee"

CEO Appoints:

Executive Manager, Development and Regulatory Services
Compliance Officer

Reporting Requirements:

- Details of the recovery and court action must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

15 September 1988
16 July 2002
17 June 2003
24 October 2006
19 February 2008
17 March 2009
24 June 2009
17 February 2010
30 October 2011
11 December 2013 PREVIOUSLY DA022
28 February 2014
16 July 2014
15 July 2015

BUSH FIRES ACT 1954

DA07-11

POWERS AND DUTIES – BUSH FIRES ACT 1954

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	All powers, duties and functions of the local government under the Bush Fires Act 1954.
Legislative Power or duty delegated:	Bush Fires Act 1954
Legislative power to delegate	Section 48 – Delegation by local governments Bush Fires Act 1954
Delegation to:	Chief Executive Officer
Delegation:	No statutory power provided to sub-delegate s48(3)
Conditions and Exceptions:	Excludes powers and duties that: <ul style="list-style-type: none"> • are prescribed in the Act with the requirement for a resolution by the local government • are prescribed in the Act for performance by prescribed offices; or • are subject to separate delegate authority within this register.
CEO delegates to:	N/A
Delegation delegated by the CEO	N/A
Reporting Requirements:	<ul style="list-style-type: none"> • Details of all notices issued must be recorded in Synergy under the appropriate File Number record to meet legislative requirements. • Delegation Form CEO 078 must be recorded in Synergy File CM02
Details of Review:	11 December 2013 16 July 2014 15 July 2015

BUSH FIRES ACT 1954

DA07-12

PROHIBITED BURNING TIMES

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

Determine to vary Prohibited Burning Times, in accordance with s17(7) and (8), regarding:

- shortening, extending, suspending or reimposing a period of prohibited burning times; or
- imposing a further period of prohibited burning times.

Legislative Power or
duty delegated:

Bush Fires Act 1954

Legislative power to delegate

Section 17(10), Bush Fires Act 1954

Delegation to:

Chief Bush Fire Control Officer

Delegation:

No statutory power provided to sub-delegate s48(3)

Conditions and Exceptions:

1. The Minister may, by declaration published in the Gazette, declare the times of the year during which it is unlawful to set fire to the bush within a zone of the State mentioned in the declaration and may, by subsequent declaration so published, vary that declaration or revoke that declaration either absolutely or for the purpose of substituting another declaration for the declaration so revoked.
2. Where by declaration made under subsection (1) prohibited burning times have been declared in respect of a zone of the State then, subject to such variations (if any) as are made under that subsection from time to time, those prohibited burning times shall have effect in respect of that zone in each year until that declaration is revoked.
3. A copy of the Gazette containing a declaration published under subsection (1) shall be received in all courts as evidence of the matters set out in the declaration.
4. Where the FES Commissioner considers that burning should be carried out on any land, the FES Commissioner may suspend the operation of a declaration made under subsection (1), so far as the declaration extends to that land, for such period as the FES Commissioner thinks fit and specifies and subject to such conditions as may be prescribed or as the FES Commissioner thinks fit and specifies.

Reporting Requirements:

- Details of all notices issued must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

15 September 1998
16 October 2001
17 June 2003
24 October 2006
20 March 2007
19 February 2008
17 March 2009
24 June 2009
17 February 2010
11 December 2013 PREVIOUSLY DA017
16 July 2014
15 July 2015

BUSH FIRES ACT 1954

DA07-13

PROSECUTIONS

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

Issue Infringement Notices.

Consider allegations of offences alleged to have been committed against this Act in the district of the local government and, if the delegate thinks fit, to institute and carry on proceedings in the name of the local government against any person alleged to have committed any of those offences in the district.

Note: s59A(3) and Bush Fires (Infringements) Regulations 1958, Reg.4(a) provide that only the President or the Chief Executive Officer may withdraw an infringement notice.

Legislative Power or
duty delegated:

Bush Fires Act 1954
s59(3) Prosecution of Offences
s59A(2) Alternative Procedure – Infringement Notices

Legislative power to delegate

Section 59(3) – Delegation by local governments Bush Fires Act 1954

Delegation to:

Chief Bush Fire Control Officer
Fire Control Officers
All Rangers
Executive Manager, Development and Regulatory Services

Delegation:

No statutory power provided to sub-delegate s48(3)

Conditions and Exceptions:

Nil

Reporting Requirements:

- Details of all notices issued must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

15 September 1998
16 October 2001
17 June 200
24 October 2006
20 March 2007
19 February 2008
17 March 2009
24 June 2009
17 February 2010
30 October 2011
11 December 2013 PREVIOUSLY DA016
16 July 2014
15 July 2015

FOOD ACT 2008

DA07-14

DELEGATION TO CEO AND NOMINATED SHIRE OFFICERS AS
AUTHORISED OFFICERS UNDER THE FOOD ACT 2008

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

Legislative Power or
duty delegated:

The Council delegates to the CEO authority to exercise all of the functions conferred or imposed on the Shire, as an enforcement agency, under and subject to s.118(2) of the Food Act.

Food Act 2008

s122 Appointment of Authorised Officers and s126 Infringement Notices

Legislative power to delegate

Section 118(2) of the Food Act 2008

Delegation to:

Chief Executive Officer

CEO Authorises:

The Chief Executive Officer appoints Authorised Officers, namely:

- Executive Manager, Development and Regulatory Services
- Environmental Health Officers as Authorised Officers for all food premise types and under the Food Act 2008

Conditions and Exceptions:

Powers under the Act limited to the following and the authorisation does not extend to the Financial Provisions of the Act:

The Executive Manager, Development and Regulatory Services and the Environmental Health Officers as the Designated Officer for the purposes of Section 126 of the Food Act 2008:

- 1) May, in a particular case, extend the period of 28 days within which the modified penalty may be paid, and the extension may be allowed whether or not the period of 28 days has elapsed;
- 2) May, whether or not the modified penalty has been paid, withdraw an infringement notice by sending the alleged offender a notice in the prescribed form stating that the infringement notice has been withdrawn."

Environmental Health Officers:

- Section 38 Entry, inspection and seizure
- Section 126(2) Issuing of Infringement notices
- Section 62 Issuing of Improvement Notices

The power to prosecute any person is only exercised by agreement of the Executive Manager, Development and Regulatory Services

Reporting Requirements:

- Details of all authorised officers appointed must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

30 October 2011
11 December 2013 PREVIOUSLY DA047
16 July 2014
15 July 2015

FOOD ACT 2008

DA07-15

ISSUE PROHIBITION ORDERS

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

An enforcement agency may serve a prohibition order on the proprietor of a food business if it believes that:

- (a) any of the circumstances specified in section 62(a), (b), (c) or (d) exist; and
- (b)(i) The proprietor of a food business has not complied with an improvement notice within the time required by section 63 for compliance; or
- (b)(ii) the issue of the order is necessary to prevent or mitigate a serious danger to public health.

An enforcement agency may instigate proceedings against an alleged offender for breach of the Food Act 2008. Proceedings for an offence under this Act may only be instituted –

- (a) unless paragraph (b) applies – within 12 months after the date on which the offence is alleged to have been committed; or
- (b) if the proceedings are in respect of a sample of food – within 6 months after the date on which the sample was obtained.

Legislative Power or duty delegated:

Section 65 of the Food Act 2008
Section 125 of the Food Act 2008

Legislative power to delegate

Section 118 of the Food Act 2008

Delegation to:

Chief Executive Officer
All Environmental Health Officers

Delegation:

Environmental Health Officers are delegated the power to issue prohibition orders in accordance with section 65 of the Food Act 2008;

Environmental Health Officers are delegated the power to initiate appropriate legal action in accordance with section 125 of the Food Act 2008.

Conditions and Exceptions:

The power to prosecute any person is only exercised by agreement of Chief Executive Officer in conjunction with advice from the Shire's Lawyer.

Reporting Requirements:

- Details of all prosecutions must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013 PREVIOUSLY DA047
16 July 2014
15 July 2015

FOOD ACT 2008

DA07-16

CERTIFICATES OF CLEARANCE

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

An enforcement agency, after making a prohibition order, must give a certificate of clearance if, after an inspection of the premises, part of the premises, vehicle or equipment, or the handling of food in the way or for the purpose, or the activities, specified in the order, the agency finds, by the agency's own inspection or the report of an authorised officer, that –

- (a) the premises are not, or the part of the premises, vehicle or equipment, or the handling of food by the food business in the specified way or for the specified purpose, or the carrying out of the specified activities is not, a serious danger to public health; and
- (b) the person on whom the prohibition order was served has complied with the prohibition order and any improvement notices served on the person.

An enforcement agency must give written notification to the proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection under Section 66 or 67.

Legislative Power or duty delegated:

Section 65 of the Food Act 2008
Section 67 of the Food Act 2008

Legislative power to delegate

Section 118 of the Food Act 2008

Delegation to:

Chief Executive Officer
All Environmental Health Officers

Delegation:

Environmental Health Officers are delegated the power to clear and remove a prohibition order in accordance with section 66 of the Food Act 2008, and to provide written notification as required with respect to any decision made not to issue a certificate of clearance following an inspection under either Section 66 or 67.

Conditions and Exceptions:

The power to prosecute any person is only exercised by agreement of the Chief Executive Officer.

Reporting Requirements:

- Details of all prosecutions must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013
16 July 2014
15 July 2015

LIQUOR ACT 1988

DA07-17

AUTHORITY TO ISSUE CERTIFICATES UNDER SECTION 39 –
LIQUOR ACT 1988

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

An application made to the licensing authority for the grant or removal of a licence, or for a change in the use or condition of any premises shall be accompanied by a certificate from the local government for the district in which the premises to which the application relates are situated, or are to be situated, unless the licensing authority otherwise determines.

Legislative Power or
duty delegated:

Section 39 of the Liquor Control Act 1988

Legislative power to delegate

Section 39 of the Liquor Control Act 1988

Delegation to:

Executive Manager, Community Development
Executive Manager, Development and Regulatory Services
All Environmental Health Officers

Delegation:

To issue a certificate on behalf of the Shire, subject to section 39 of the Liquor Control Act 1988.

Conditions and Exceptions:

Nil

Reporting Requirements:

- Details of all certificates issued must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

27 March 2009
25 June 2009
30 October 2011
11 December 2013 PREVIOUSLY DA038
16 July 2014
15 July 2015

STRATA TITLES ACT 1985

DA07-18

GRANTING OF A CERTIFICATE – FORM 26

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

Issue prescribed Strata Title Local Government Certificate Form 26 Certificate of Approval under Section 25 of the Strata Titles Act 1985

Power to determine applications for the issuing of a certificate of approval under section 25 of the Strata Titles Act 1985 for a plan of subdivision, re-subdivision or consolidation, except those applications that:

- (a) propose the creation of a vacant lot;
- (b) proposed vacant air stratas in multi-tiered strata scheme developments;
- (c) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relate to:
 - (i) a type of development; and/or
 - (ii) land within an area,

which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.

Legislative Power or
duty delegated:

Strata Titles Act 1985
s25 Certificate of Commission

Legislative power to delegate

Local Government Act 1995, Section 5.42 and section 5.44
Planning and Development Act 2005, Section 16(3)(e)
gazetted on 9 June 2009

Delegation to:

Executive Manager, Development and Regulatory Services
Principal Town Planner

Delegation:

The above Officers are delegated the power to grant a certificate by the local government, subject to Section 25 of the Strata Titles Act 1985.

Conditions and Exceptions:

A local government that exercises the power referred to in clause 1 above (Functions to be performed) is to provide WAPC with data on all applications determined under this Instrument of Delegation at the conclusion of each financial year in the format prescribed by the WAPC.

Reporting Requirements:

- Details of all notices issued must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013
16 July 2014
15 July 2015

CATS ACT 1954

DA07-19

APPOINTMENT OF AUTHORISED PERSONS – CAT ACT 2011

Function to be performed:
*This text is provided as a reference only.
 Delegates shall only act in full
 understanding of the delegated statutory
 power, inclusive of conditions [see below].*

A local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions under the Cat Act 2011.

Legislative Power or
 duty delegated:

Section 48 of the Cat Act 2011

Legislative power to delegate

Cat Act 2011

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power to appoint authorised persons for the purposes of performing particular functions under the Cat Act 2011.

Conditions and Exceptions:

Nil

CEO delegates to:

Executive Manager, Development and Regulatory Services
 All Rangers
 All Environmental Health Officers
 Customer Service Officers

Delegation delegated by the CEO

The CEO delegates to the above Officers the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.

Reporting Requirements:

- Details of all decision made must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013
 16 July 2014
 15 July 2015

DOG ACT 1976

DA07-20

CEO'S DELEGATED AUTHORITY AND APPOINTMENT OF
AUTHORISED PERSONS – DOG ACT 1976

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A local government may delegated to the CEO all powers under the Dog Act 1976 for the purposes of performing its operational functions and appoints persons or classes of persons to be authorised for the purposes of performing particular functions under the Dog Act 1976. Nothing in section 10AA limits the ability of a local government's Chief Executive Officer to perform a function through an officer or agent.

Legislative Power or
duty delegated:

Legislative power to delegate

Section 10AA, 10AB and 26(3) of the Dog Act 1976
Section 3.2 of the Shire of Ashburton Dogs Local Law 2012
Section 10AA, 10AB and 26(3) of the Dog Act 1976
Section 3.2 of the Shire of Ashburton Dogs Local Law 2012

Delegation to:

Executive Officer and nominate authorised officers under this Act.

Delegation:

The Chief Executive Officer is delegated the power to appoint authorised persons for the purposes of performing functions under the Dog Act 1976 and all powers under the Dog Act 1976 of which some key activities include:

- Establish and maintain dog management facilities (Section 11(1));
- Keep a register of dogs (Section 14(1));
- Grant exemption regarding the number of dogs that may be kept (Section 26(3));
- Approve kennel establishments (Section 27);
- Appoint persons to seize dogs (Section 29(1)); and
- Declare a dog to be a dangerous dog (Section 33E).

Conditions and Exceptions:

Withdrawal of an Infringement Notice can only to be approved by the Chief Executive Officer, Executive Manager, Infrastructure Services or Executive Manager, Development and Regulatory Services.

The authorised officers (excepting the Customer Service Officers) are appointed to undertake the powers of an authorised person under the Dog Act 1976 the Dog Regulations 1976 and the Dog (Restricted Breeds) Regulations No 2 2002. The appointment includes the power of an authorised person to declare a dog to be a dangerous dog under section 33E of the Act.

Customer Service Officers are authorised only to perform functions which are limited to the registration of animals within the Shire.

CEO delegates to:

Executive Manager, Development and Regulatory Services
All Rangers
All Environmental Health Officers
Customer Service Officers

Delegation delegated by the CEO

The above are authorised for the purposes of performing particular functions under the Dog Act 1976.

Reporting Requirements:

- Details of all decision made must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013
16 July 2014
15 July 2015

RESIDENTIAL TENANCY ACT 1997

DA07-21

APPOINTMENT OF AUTHORISED PERSONS –RESIDENTIAL
TENANCY ACT 1997

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

The Commissioner of the Residential Tenancy Act 1997 may delegate to any person any of his or her powers or functions, other than the power of delegation to exercise functions associated with the Residential Tenancy Act 1997.

Legislative Power or
duty delegated:

Section 9 of the Residential Tenancy Act 1997

Legislative power to delegate

Section 9 of the Residential Tenancy Act 1997

Delegation to:

Chief Executive Officer
Executive Manager, Strategic and Economic Development
Manager, Organisational Development

Delegation:

The Chief Executive Officer and Manager, Executive Manager, Strategic and Economic Development and Organisational Development are delegated the power as authorised persons for the purposes of performing functions under the Residential Tenancy Act 1997.

Conditions and Exceptions:

Nil

CEO delegates to:

Nil

Delegation delegated by the CEO

Nil

Reporting Requirements:

- Details of all decision made must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013
16 July 2014
15 July 2015

PART 8
SHIRE OF ASHBURTON
TOWN PLANNING SCHEME NO.7

PLANNING AND DEVELOPMENT ACT
2005

DA08-1

CERTAIN PLANNING FUNCTIONS RELATING TO SHIRE OF ASHBURTON TOWN PLANNING SCHEME NO. 7

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

The Council may require the preparation and presentation as a prerequisite to:

- the Council's support for a proposal to rezone or reclassify land in the District;
- the Council's support for an application to subdivide or amalgamate lots; or
- the Council's consideration of an application for Planning Approval.

Applications for planning approval;

All matters which arise out of the imposition of conditions on planning approvals;

All matters delegated to the Shire under the Planning and Development Act 2005, or functions that the Shire is authorised to exercise under that Act.

Legislative Power or
duty delegated:

Clause 9.3 of the text to Shire of Ashburton Town Planning Scheme No. 7 and Sections 5.45 and 5.46 of the Local Government Act 1995

Legislative power to delegate

Shire of Ashburton Town Planning Scheme No. 7

Delegation to:

Chief Executive Officer

Delegation:

A. Advertising and Determining Applications for Planning Approval

Power/Duty

1. Notification and Advertising of Applications for Planning Consent

In accordance with Clause 5.7.2 of the Shire of Ashburton Local Planning Scheme No 7 determine that a particular application will be advertised and notify the applicant accordingly.

Determine those landowners and occupiers to whom notice of an application for Planning Consent required to be advertised shall be provided pursuant to Clause 5.7.3 (b) of Shire of Ashburton Local Planning Scheme No. 7.

Determine the requirement for consultation with other of authorities for an application for Planning Approval pursuant to Clause 5.8 of the Shire of Ashburton Local Planning Scheme No. 7.

2. Consideration of Applications for Planning Approval

Determine applications for Planning Approval made in accordance with Clause 5.10 of the Shire of Ashburton Local Planning Scheme No. 7 and/or Statement of Planning Policy No. 1 – Residential Design Codes irrespective of whether objections have been received and impose conditions or grounds of refusal as required.

3. Determine requests for Amending or Revoking a Planning Approval

Determine requests for Amending or Revoking a Planning Approval a Planning made in accordance with Clause 5.13 of the Shire of Ashburton Local Planning Scheme No. 7 where the original permit was issued under delegated authority.

4. Conditions

An officer to whom delegated authority is granted is not to exercise that authority in circumstances where the Chief Executive Officer has received a request from a Councillor that the matter be referred to Council for consideration or determination.

B. Advertising draft Development Plans

Power/Duty

1. Notification and Advertising of Applications for a draft Development Plan/s

Determine the requirement for advertising for public comment a draft Development Plan/s pursuant

to Clause 6.4.7 of the Shire of Ashburton Local Planning Scheme No. 7

2. Consideration of Applications for draft Development Plan/s

Determine applications for adoption or endorsement of Development Plans where no objections have been received and impose conditions or alternatively grounds of refusal as required.

3. Conditions

An officer to whom delegated authority is granted is not to exercise that authority in circumstances where the Chief Executive Officer has received a request from a Councillor that the matter be referred to Council for consideration or determination.

Prior to determining any application adoption or endorsement of a Development Plan, the delegate shall ensure that a copy of the respective Plan has been provided to all Councillors and for Councillors to be given a period of not less than 14 days to request the delegate to refer the respective Plan to Council for determination.

C. Advertising Extension for Town Planning Scheme Amendments and Development Plans
Power/Duty

To extend the advertising period for planning scheme amendments and development plans, where considered necessary to provide for adequate consultation and/or accommodate specific community consultation exercises (e.g. special electors meetings, workshops etc).

Conditions

An officer to whom delegated authority is granted is not to exercise that authority in circumstances where the Chief Executive Officer has received a request from a Councillor that the matter be referred to Council for consideration or determination.

D. Subdivision and Development Design

Power/Duty

To approve plans and impose Council's accepted Standards and Specifications on subdivisions and developments and similar works done by the Shire.

Conditions

An officer to whom delegated authority is granted is not to exercise that authority in circumstances where the Chief Executive Officer has received a request from a Councillor that the matter be referred to Council for consideration or determination.

E. Consideration of WAPC Referrals of Applications for Subdivision Approval

Power/Duty

Pursuant to S142 of the Planning and Development Act 2005, provide comment to the Western Australian Planning Commission (WAPC) on matters associated with subdivision applications, proposed development plans (or similar) and licence applications.

F. Clearance of Local Government Conditions associated with Subdivision Approval

Power/Duty

Pursuant to S143 of the Planning and Development Act 2005 and where the WAPC has included conditions on a subdivision approval relevant to the Shire, determine the 'clearance' of a condition designated (LG) in a subdivision approval issued by the WAPC.

G. Issue of Certificates (Strata Titles).

Power/Duty

Pursuant to the provisions of Section 23 of the Strata Titles Act 1985, the Manager Building Services is authorized to issue the appropriate certificates in respect to buildings as may be shown on a strata plan to be lodged for registration under the Act, wherein the opinion of the Manager Building Services:

The buildings shown on the strata plan are first inspected to ensure compliance with town planning, health and engineering requirements as provided for in the Shire of Ashburton Local Planning

Scheme No. 7 and Residential Design Codes and Shire Policies; and

The buildings are of sufficient standard and suitable to be divided into lots pursuant to the Strata Titles Act.

**H. Directions regarding unauthorized development
Power/Duty**

To give directions in relation to unauthorized development and to authorize any action available to the responsible authority under the Planning and Development Act 2005 incidental to such written direction, including but not limited to issuing a notice to correct or amend the development or to commence legal action.

Conditions

An officer to whom delegated authority is granted is not to exercise that authority in circumstances where the Chief Executive Officer has received a request from a Councillor that the matter be referred to Council for consideration or determination.

**I. Responsible Authority Reports to the Development Assessment Panel
Power/Duty**

To submit Responsible Authority Reports to the Development Assessment Panel pursuant to Regulation 12 of the Planning & Development (Development Assessment Panels) Regulations 2011.

Conditions

The Chief Executive Officer is to advise Councillors of the lodgement of a Pilbara JDAP application in the 'Councillors Information Bulletin' and report to Council at the earliest opportunity, the outcome of the Pilbara JDAP decision.

Conditions and Exceptions:

This Delegation does not preclude the Delegate or Sub-Delegate referring the categories of development or legal proceedings outlined above, to Council for determination, after having regard to the circumstances of a particular case.

CEO delegates to:

Executive Manager, Development and Regulatory Services
Principle Town Planner
Compliance Officer

Delegation delegated by the CEO

The Principal Town Planner and Executive Manager, Development and Regulatory Services are delegated the power to take action for the administration and implementation of Town Planning Scheme No.7.

The Compliance Officer is authorised under Part 9 – Administration, 9.1 Powers of the Scheme:
(c) An officer of the Local Government, authorised by Local Government for the purpose, may at all reasonable times and with such assistance as may be required, enter any building or land for the purpose of ascertaining whether the provisions of the Scheme are being observed.

Reporting Requirements:

- Details of all approvals given and actions taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Award letter or other approved recording method must be recorded in Synergy File CM02

Details of Review:

24 October 2006
19 February 2008
17 March 2009
24 June 2010
17 February 2010
30 October 2011
11 December 2013
11 December 2013 (REVISED DA28 and DA35)
16 July 2014
15 July 2015

PART 9

COMMUNITY RELATIONSHIPS AND LOCAL LAWS AND REGULATIONS

DA09-2

AUTHORITY TO APPROVE DONATIONS

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

Authority to approve donations in accordance with the provision of Council's REC08 Community Donations, Sponsorships and Funding Policy and FIN05 Fees and Charges Schedule Policy;

Legislative Power or
duty delegated:

Section 6.7(2) Local Government Act 1995

Legislative power to delegate

Section 5.42 and Section 5.44, Local Government Act 1995

Policy:

REC08 Community Donations, Sponsorships and Funding Policy
FIN05 Fees and Charges Schedule Policy;

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the power to approve donations, sponsorship and waive fees and charges, subject to section 6.7(2) of the Local Government Act 1995.

Conditions and Exceptions:

Subject to –

- conditions contained in Council's REC08 Community Donations, Sponsorships and Funding Policy and FIN05 Fees and Charges Schedule Policy;
- funding being allocated in the Annual Budget

CEO delegates to:

Executive Manager, Community Development

Delegation delegated by the CEO

The CEO authorises the Executive Manager, Community Development to approve donations, sponsorship and waive fees and charges, subject to section 6.7(2) of the Local Government Act 1995.

Reporting Requirements:

- Details of all donations made on behalf of the Shire must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013
16 July 2014
15 July 2015

LOCAL LAWS

DA09-3

PARKING AND PARKING FACILITIES LOCAL LAW – AUTHORISED PERSONS

Function to be performed:

This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].

A local government may, in writing, appoint persons or classes of persons to be delegated for the purpose of performing particular functions.

Legislative Power or duty delegation:

Powers of the local government as prescribed in the Parking and Parking Facilities Local Law.

Legislative power to delegate:

Section 9.10 of the Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is authorised to appoint persons or classes of persons to be authorised for the purpose of performing particular functions, subject to Section 9.10 of the Local Government Act 1995.

Conditions and Exceptions:

The appointment of persons is to relate to those functions of an authorised person under Section 1.4 of the Parking and Parking Facilities Local Law 2013.

CEO authorises:

Executive Manager, Infrastructure Services
Executive Manager, Corporate Services
Executive Manager, Development and Regulatory Services
Manager, Environmental Health and Ranger Services

Authorisation by the CEO:

The CEO authorises to the above Officers the exercise of this authorisation power.

Reporting Requirements:

- The authorisations are to be in writing and recorded in Synergy under the appropriate File Number record to meet legislative requirements (including the personnel file).
- A copy of the written authorisation and Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013
16 July 2014
15 July 2015

LOCAL LAWS

DA09-4

LOCAL GOVERNMENT PROPERTY LOCAL LAW – APPOINTMENT OF AUTHORISED PERSONS

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].*

1. Authorise the determination of forms to be used in administering the Local Law to the Chief Executive Officer;
2. Delegate the administration of this Local Law to the Chief Executive Officer, including the appointment of authorised persons (under section 9.10 of the Act) to perform any of the functions of an authorised person under this Local Law

Legislative Power or duty delegation:

Powers of the local government as prescribed in the Local Government Property Local Law 2013.

Legislative power to delegate:

Section 9.10 of the Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power to appoint persons or classes of persons to be authorised for the purpose of performing particular functions, subject to Section 9.10 of the Local Government Act 1995

Conditions and Exceptions:

1. Delegates the determination of forms to be used in administering the Local Law to the Chief Executive Officer;
2. Delegates the administration of this Local Law to the Chief Executive Officer, including the appointment of authorised persons (under section 9.10 of the Act) to perform any of the functions of an authorised person under this Local Law, subject to the following –
 - the CEO may refer any matter, at his discretion, for decision of the Council;
 - the Council is to be provided details of any prosecutions under the Local Law;
 - only the Council is to –
 - i. make a determination under Part 2;
 - ii. enter into an agreement with a permit holder in respect of ownership of materials in a building (Part 3);
 - iii. restrict use of the airport through a designation under Division 5;
 - iv. hear an objection under Part 8;
 - v. appoint authorised persons who are not employees under section 9.10 of the Act.

CEO authorises:

Executive Manager, Infrastructure Services
Executive Manager, Corporate Services
Executive Manager, Development and Regulatory Services
All Environmental Health Officers
All Ranger
Waste Coordinator

Authorisation: by the CEO

The CEO authorises the above Officers the exercise of this authorisation power.

Reporting Requirements:

- The authorisations are to be in writing and recorded in Synergy under the appropriate File Number record to meet legislative requirements (including the personnel file).
- A copy of the written authorisation and Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013
16 July 2014
15 July 2015

LOCAL LAWS

DA09-5

LOCAL GOVERNMENT PROPERTY LOCAL LAW – AGREEMENTS, APPROVALS, SETTING ASIDE AND APPLICATIONS

Function to be performed:

*This text is provided as a reference only.
Delegators shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

Under the Local Government Property Local Law 2013 the local government may enter into agreements and grant approvals for use of local government property, grant applications for hire and set aside property for a specific use or uses.

Legislative Power or
duty delegation:

Powers of the local government as prescribed in the Local Government Property Local Law 2013.

Legislative power to delegate:

Section 9.10 of the Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power to make decisions on behalf of the Shire in relation to its Local Government Property Local Law 2013.

The Chief Executive Officer is delegated the power to appoint persons or classes of persons to be authorised for the purpose of performing particular functions, subject to Section 9.10 of the Local Government Act 1995.

Conditions and Exceptions:

Subject to Council's policies related to this delegation.

CEO authorises:

Executive Manager, Infrastructure Services
Executive Manager, Corporate Services
Executive Manager, Development and Regulatory Services
Manager, Environmental Health and Ranger Services

Authorisation by the CEO:

The CEO authorises the above Officers the exercise of this authorisation power.

Reporting Requirements:

- Details of all action taken must be recorded in Synergy under the appropriate File Number record to meet legislative requirements.
- Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013
16 July 2014
15 July 2015

LOCAL LAWS

DA09-6

EXTRACTIVE INDUSTRIES LOCAL LAW – APPOINTMENT OF
AUTHORISED PERSONS

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

That Council:

1. Authorise determination of forms to be used in administering the Local Law to the Chief Executive Officer;
2. Authorise the administration of this Local Law including any enforcement action and collection of the annual licence fee to the Chief Executive Officer,

Legislative Power or
duty delegation:

Powers of the local government as prescribed in the Extractive Industries Local Law.

Legislative power to delegate

Section 9.10 of the Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

That Council:

1. Authorise determination of forms to be used in administering the Local Law to the Chief Executive Officer;
2. The Chief Executive Officer is delegated the power to appoint persons or classes of persons to be authorised for the purpose of performing particular functions, subject to Section 9.10 of the Local Government Act 1995.
3. Authorise the administration of this Local Law including any enforcement action and collection of the annual licence fee to the Chief Executive Officer, but that the exercise of the following powers be reserved to the Council –
 - i. issue or refusal of a licence under Part 3.1(2)*;
 - ii. determination of a licence period under Part 3.1(3);
 - iii. cancellation of a licence under Part 4.2(1); and
 - iv. renewal or refusal to renew a licence under Part 4.3(4).

Conditions and Exceptions:

The appointment of persons is to relate to those functions of an authorised person under the Extractive Industries Local Law 2013.

CEO authorises:

Executive Manager, Infrastructure Services
Executive Manager, Corporate Services
Executive Manager, Development and Regulatory Services

Authorised by the CEO:

The CEO authorises the above Officers the exercise of this authorisation power.

Reporting Requirements:

- The authorisations are to be in writing and recorded in Synergy under the appropriate File Number record to meet legislative requirements (including the personnel file).
- A copy of the written authorisation and Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

11 December 2013
16 July 2014
15 July 2015

LOCAL LAWS

DA09-7

ACTIVITIES ON THOROUGHFARES AND PUBLIC PLACES AND
TRADING LOCAL LAW – APPOINTMENT OF AUTHORISED PERSONS

Function to be performed: <i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions [see below].</i>	<ol style="list-style-type: none"> 1. Authorise the determination of forms to be used in administering the Local Law to the Chief Executive Officer; 2. Delegation of the administration of this Local Law to the Chief Executive Officer, including the appointment of authorised persons (under section 9.10 of the Act) to perform any of the functions of an authorised person under this Local Law.
Legislative Power or duty delegation:	Powers of the local government as prescribed in the Activities on Thoroughfares and Public Places and Trading Local Law.
Legislative power to delegate	Section 9.10 of the Local Government Act 1995
Delegation to:	Chief Executive Officer
Delegation:	The Chief Executive Officer is delegated the power to appoint persons or classes of persons to be authorised for the purpose of performing particular functions, subject to Section 9.10 of the Local Government Act 1995
Conditions and Exceptions:	<ol style="list-style-type: none"> 1. Authorise the determination of forms to be used in administering the Local Law to the Chief Executive Officer; 2. Authorise the administration of this Local Law to the Chief Executive Officer, including the appointment of authorised persons (under section 9.10 of the Act) to perform any of the functions of an authorised person under this Local Law is subject to the following – <ul style="list-style-type: none"> • The CEO may refer any matter, at his discretion, for decision of the Council; • The Council is to be provided details of any prosecutions under the Local Law; • Only the Council is to – <ol style="list-style-type: none"> i. adopt or vary policy containing conditions subject to which an application for a permit may be approved under Part 2; ii. hear an objection (Part 7); and iii. appoint authorised persons who are not employees under section 9.10 of the Act;
CEO authorises:	Executive Manager, Infrastructure Services Executive Manager, Corporate Services Executive Manager, Development and Regulatory Services Principal Town Planner Compliance Officer All Environmental Health Officers All Rangers
Authorisation by the CEO:	The CEO authorises the above Officers the exercise of this authorisation power.
Reporting Requirements:	<ul style="list-style-type: none"> • The authorisations are to be in writing and recorded in Synergy under the appropriate File Number record to meet legislative requirements (including the personnel file). • A copy of the written authorisation and Delegation Form CEO 078 must be recorded in Synergy File CM02 •
Details of Review:	11 December 2013 PREVIOUSLY DA021 16 July 2014 15 July 2015

REGULATIONS

DA09-8

**LOCAL GOVERNMENT (PARKING FOR PEOPLE WITH DISABILITIES)
REGULATIONS 2014****Function to be performed:**

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A local government may, in writing, appoint persons or classes of persons to be authorised for the purpose of performing particular functions. The regulations apply as if they were local laws.

**Legislative Power or
duty delegation:**

Powers of the local government as prescribed in the Local Government (Parking for People with Disabilities) Regulations 2014.

Legislative power to delegate

Section 9.10 of the Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power to appoint persons or classes of persons to be authorised for the purpose of performing particular functions, subject to Section 9.10 of the Local Government Act 1995.

Conditions and Exceptions:

The appointment of persons is to relate to those functions of an authorised person as prescribed in Section 9.10 of the Local Government Act 1995.

CEO delegates:

Executive Manager, Infrastructure Services
Executive Manager, Corporate Services
Executive Manager, Development and Regulatory Services
Manager, Environmental Health and Ranger Services
Emergency Management Coordinator
All Rangers

Authorisation by the CEO:

The CEO authorises the above Officers the exercise of this authorisation power.

Reporting Requirements:

- The authorisations are to be in writing and recorded in Synergy under the appropriate File Number record to meet legislative requirements (including the personnel file).
- A copy of the written authorisation and Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

21 November 2014
15 July 2015

LOCAL LAW

DA09-10

SHIRE OF ASHBURTON FENCING LOCAL LAW 2014 – APPOINTMENT OF AUTHORISED PERSONS

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

A local government may, in writing, appoint persons or classes of persons to be authorised for the purpose of performing particular functions in the administration of this Local Law including the determination of forms to be used in administering the Local Law to the Chief Executive Officer and any enforcement action and collection of fees to the Chief Executive Officer.

Legislative Power or
duty delegation:

Powers of the local government as prescribed in the Fencing Local Law.

Legislative power to delegate

Section 9.10 of the Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power to appoint persons or classes of persons to be authorised for the purpose of performing particular functions in the administration of this Local Law including determination of forms to be used in administering the Local Law to the Chief Executive Officer and any enforcement action and collection of fees, subject to Section 9.10 of the Local Government Act 1995.

Conditions and Exceptions:

The appointment of persons is to relate to those functions of an authorised person as prescribed in Section 9.10 of the Local Government Act 1995.

CEO authorises to:

Executive Manager, Infrastructure Services
Executive Manager, Corporate Services
Executive Manager, Development and Regulatory Services
Emergency Management Coordinator
Compliance Officer

Authorisation by the CEO:

The CEO authorises the above Officers the exercise of this authorisation power.

Reporting Requirements:

- The authorisations are to be in writing and recorded in Synergy under the appropriate File Number record to meet legislative requirements (including the personnel file).
- A copy of the written authorisation and Delegation Form CEO 078 must be recorded in Synergy File CM02

Details of Review:

24 November 2014
15 July 2015

PART 10

DELEGATIONS BY RESOLUTION

DA10-01

SPECIFIC DELEGATIONS OF COUNCIL (RESOLUTIONS)

Function to be performed:

*This text is provided as a reference only.
Delegates shall only act in full
understanding of the delegated statutory
power, inclusive of conditions [see below].*

When a Council resolution states an action to be performed into the future are delegated to the CEO, the resolution should stay on the OCM Status Report until such time as the action is finalised including any actions exercising options to extend contracts.

**Legislative Power or
duty delegation:**

Local Government Act 1995

Legislative power to delegate

Section 9.10 of the Local Government Act 1995

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power to performing particular functions in the administration of an OCM Resolution determination subject to Section 9.10 of the Local Government Act 1995.

Conditions and Exceptions:

The appointment of persons is to relate to those functions of an authorised person as prescribed in Section 9.10 of the Local Government Act 1995.

This Delegation does not get recorded on CEO 078 as this is a Resolution of Council already recorded via the Agenda Item.

CEO delegates to:

N/A

Delegation by the CEO:

N/A

Reporting Requirements:

- The Resolution of Council is automatically recorded in Synergy under the appropriate File Number (Agenda and Minutes) record to meet legislative requirements.
- Elected members must be informed of resolution status via the Status Report at each OCM in Agenda Item via the Executive Officer.
- The resolution will remain on the Status Report until such time it is finalised.

Details of Review:

24 November 2014
15 July 2015

COUNCIL APPROVED AUTHORISATIONS

Register 2015



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COUNCIL APPROVED AUTHORISATIONS

These Acts do not contain a head of power to **delegate**.

Council **authorises** the appropriate staff to undertake the functions to be performed under each Act.

ABORIGINAL HERITAGE ACT 1972

CARAVAN PARKS AND CAMPING GROUNDS ACT 1995

CEMETERIES ACT 1986

CONTROL OF VEHICLES (OFF-ROAD AREAS) ACT 1978

FINES, PENALTIES AND INFRINGEMENT NOTICES ENFORCEMENT ACT 1994

HEALTH ACT 1911

LITTER ACT 1979

SPEAR-GUNS CONTROL ACT 1955

*ABORIGINAL HERITAGE ACT 1972***CAA01-1 APPLICATIONS FOR USE OF LAND UNDER SECTION 18 OF
THE ABORIGINAL HERITAGE ACT 1972**

Function to be performed: <i>This text is provided as a reference only. Authorisers shall only act in full understanding of the authorised statutory power, inclusive of conditions [see below].</i>	Make application to the Aboriginal Cultural Heritage Committee to use land for a purpose which, unless the Minister gives his consent under Section 18 of the Aboriginal Heritage Act 1972 (the Act), would be likely to result in a breach of section 17 of the Act in respect of any Aboriginal site that might be on the land.
Legislative Power or duty Authorised:	Section 18 of the Aboriginal Heritage Act 1972
Legislative power to Authorise	Section 5.41(i) of the Local Government Act 1995
Authorisation to:	Chief Executive Officer
Authorisation:	To make applications under section 18 of the Aboriginal Heritage Act 1972 in relation to land owned or managed by the Shire.
Conditions and Exceptions:	N/A
Chief Executive Officer Authorises to:	N/A
Authorisation Authorised by the CEO	N/A
Reporting Requirements:	Details of actions taken under this Authorisation are to be retained on the appropriate file or record. <i>Financial Interest Return Required - No</i>
Details of Review:	11 December 2013 21 July 2014 15 July 2015

CARAVAN PARKS AND CAMPING GROUNDS ACT 1995

CAA01-2 APPOINTMENT OF AUTHORISED PERSONS – CARAVAN PARKS AND CAMPING GROUNDS ACT 1995

Function to be performed: <i>This text is provided as a reference only. Authorisers shall only act in full understanding of the authorised statutory power, inclusive of conditions [see below].</i>	<p>A local government —</p> <p>(a) may appoint such persons to be authorised persons for the purposes of this Act as the local government considers necessary; and</p> <p>(b) must issue each person appointed under paragraph (a) with an identity card, in the prescribed form, certifying that the person is an authorised person under this Act.</p>
Legislative Power or duty Authorised:	The powers of a “authorised person” under the Caravan Parks and Camping Grounds Act 1995 and the Caravan and Camping Grounds Regulations 1997.
Legislative power to Authorise	Section 17(1) of the Caravan Parks and Camping Grounds Act 1995
Appointed as Authorised Person	<p>For the purposes of Division 1 of Part 2 and Sections 22 and 23(5) and (7) of the Caravan Parks and Camping Grounds Act 1995:-</p> <ul style="list-style-type: none"> • Chief Executive Officer • Executive Managers • Environmental Health Officers • Building Compliance Officer • Project Officers (Onslow) • Manager, Caravan Park (Onslow) <p>For the purposes of section 23(2) of the Caravan Parks and Camping Grounds Act 1995:-</p> <ul style="list-style-type: none"> • All Environmental Health Officers • All Rangers • Compliance Officer • Project Officers (Onslow) • Manager, Caravan Park (Onslow) •
Conditions and Exceptions:	The Environmental Health Officers, Compliance Officer, Project Officer (Onslow), Manager, Caravan Park (Onslow) and Rangers are empowered to sign such documents, issue notices and initiate appropriate legal action on behalf of the Shire when a breach of the said Act and related legislation warrants such action provided that the power to prosecute any person is only exercised by agreement of the Executive Managers.
Reporting Requirements:	<p>Any actions taken or notices issued are to be recorded on the appropriate file or record. Copies of applications, licences and notices are to be recorded on the appropriate file or record.</p> <p><i>Financial Interest Returns Required – Yes</i></p>
Details of Review:	<p>11 December 2013</p> <p>21 July 2014</p> <p>15 July 2015</p>

CONTROL OF VEHICLES (OFF-ROAD AREAS) ACT 1978

**CAA01-3 CONTROL OF VEHICLES (OFF-ROAD AREAS) ACT 1978 –
APPOINTMENT OF AUTHORISED PERSONS**

<p>Function to be performed:</p> <p><i>This text is provided as a reference only. Authorisers shall only act in full understanding of the authorised statutory power, inclusive of conditions [see below].</i></p>	<p>A local government may by resolution appoint —</p> <ul style="list-style-type: none"> • any employee of the local government; and • where the Minister by notice published in the <i>Government Gazette</i> authorises the local government to do so, any member of the council of that local government, to be an authorised officer for the purposes of this Act either in respect of the whole of its district or any part thereof defined in the appointment.
Legislative Power or duty of the appointment	Powers of an authorised officer for the purposes of the Control of Vehicles (Off-road Areas) Act 1978 and the Control of Vehicles (Off-road Areas) Regulations 1979 for the whole of the district of the Shire.
Legislative power to Authorise	Section 38(3) of the Control of Vehicles (Off-road Areas) Act 1978
Appointed as Authorised Person	<p>Chief Executive Officer</p> <p>Executive Manager, Infrastructure Services</p> <p>Executive Manager, Development and Regulatory Services</p> <p>Manager, Environmental Health and Ranger Services</p> <p>All Rangers</p>
Appointment	<p>A person who is appointed as an authorised officer —</p> <ul style="list-style-type: none"> (a) has within the area of jurisdiction entrusted to him by the appointment the duties and powers of an authorised officer under this Act, and may exercise such powers within that area; (b) may exercise the powers conferred upon him by this Act in relation to any person or vehicle which he has reason to believe is concerned in a contravention of this Act notwithstanding that such person or vehicle is not then within the area of jurisdiction entrusted to him if that person or vehicle was pursued from that area or is known to have been in that area at the time of the contravention; (c) may, for the purposes of this Act in the course of his duty, enter on any land or, using only such force as is necessary, may enter a vehicle for the purpose of removing it.
Conditions and Exceptions:	Withdrawal of an Infringement Notice can only to be approved by the Chief Executive Officer, Executive Manager, Infrastructure Services or Executive Manager, Development and Regulatory Services having regard for the Shire's Withdrawal of Infringement Notice Management Procedure.
Reporting Requirements:	<p>Register of, and review of, Authorisations</p> <ul style="list-style-type: none"> (1) The chief executive officer of a local government is to keep a register of <ul style="list-style-type: none"> (a) Authorisations made under section 10AA(1); and (b) further Authorisations made under the authority of an Authorisation made under section 10AA(1).

- (2) At least once every financial year —
- (a) Authorisations made under section 10AA(1); and
 - (b) further Authorisations made under the authority of an Authorisation made under section 10AA(1), are to be reviewed by the Council.

Financial Interest Returns Required – Yes

Details of Review:

11 December 2013 PREVIOUSLY DA013

21 July 2014

15 July 2015

*SPEAR-GUNS CONTROL ACT 1955***CAA01-4 SPEAR-GUNS CONTROL ACT 1955 - APPOINTMENT OF INSPECTORS**

Function to be performed: <i>This text is provided as a reference only. Authorisers shall only act in full understanding of the authorised statutory power, inclusive of conditions [see below].</i>	In this Act unless the context requires otherwise — “Inspector” means any member of the Police Force of the State and any fisheries officer referred to in the Fish Resources Management Act 1994, and in the application of this Act in a prohibited area that comprises an area vested in or under the care, control and management of a local government, includes any person appointed by that local government as an inspector;
Legislative power or duty of appointment	The powers of an Inspector under the Spear-guns Control Act 1955.
Legislative power to appoint	Section 3 of the Spear-guns Control Act 1955
Appointed as Authorised Person	Executive Manager, Development and Regulatory Services Manager, Environmental Health and Ranger Services All Rangers
Appointment	The powers of an Inspector under the Spear-guns Control Act 1955 within the district of the Shire.
Reporting Requirements:	Appointment to be in writing and a copy kept on the Officers personal record. Details of exercising the Authorisation are to be recorded on the appropriate file or record. <i>Financial Interest Returns Required – No</i>
Details of Review:	11 December 2013 21 July 2014 15 July 2015

HEALTH ACT 1911

CAA01-5 HEALTH LOCAL LAW – APPOINTMENT OF AUTHORISED PERSONS TO ISSUE OF LICENSES, REGISTRATIONS AND CONSENT

Function to be performed: <i>This text is provided as a reference only. Authorisers shall only act in full understanding of the authorised statutory power, inclusive of conditions [see below].</i>	Under the Local Law 2013 the Shire may issue and revoke licenses and registrations for food businesses, register Lodging Houses and consent to the establishment of Offensive Trades.
Legislative Power or duty Authorised:	As prescribed in the Shire's Health Local Law 2013.
Legislative power to Authorise	Section 26 of the Health Act 1911
Appointed as authorised person:	Chief Executive Officer Executive Manager, Development and Regulatory Services All Environmental Health Officers
Appointment:	The above Officers are appointed to exercise and discharge all of the powers and functions of the Health Local Law 2013.
Conditions and Exceptions:	Approvals must meet all the requirements of the Health Local Law, Town Planning Scheme and Building Code. Setting of annual fees under sections 6.16 and 6.19 of the Local Government Act 1995 is excluded.
Reporting Requirements:	Details of the licenses and registrations approved and consent given must be in writing and recorded in the appropriate record to meet legislative requirements. <i>Financial Interest Returns Required - No</i>
Details of Review:	11 December 2013 21 July 2014 15 July 2015

HEALTH ACT 1911

CAA01-6 HEALTH LOCAL LAW – APPOINTMENT OF AUTHORISED PERSONS

Function to be performed: <i>This text is provided as a reference only. Authorisers shall only act in full understanding of the authorised statutory power, inclusive of conditions [see below].</i>	Under the Health Local Law 2013 the Shire may appoint persons to exercise and discharge the powers and duties of an authorised person under the Local Law.
Legislative Power or duty Authorised:	As prescribed in the Shire's Health Local Law 2013.
Legislative Power to Authorise:	Section 26 of the Health Act 1911
Appointed as Authorised Person:	Environmental Health Officers
Appointment:	The above Officers are appointed to exercise and discharge all of the powers and functions of the Health Local Law 2013.
Conditions and Exceptions:	Nil
Reporting Requirements:	<p>Details of the authorisations must be in writing and all actions taken recorded in the appropriate record to meet legislative requirements (including personal file).</p> <p>A copy of the written authorisation to be forwarded to Governance Officer for recording in the Authorised Officers Register.</p> <p><i>Financial Interest Returns Required - No</i></p>
Details of Review:	<p>15 September 1998 17 June 2003 24 October 2006 19 February 2008 17 March 2009 17 February 2010 30 October 2011 11 December 2013 PREVIOUSLY DA044 21 July 2014 15 July 2015</p>

FINES, PENALTIES AND INFRINGEMENT NOTICES ENFORCEMENT ACT 1994

CAA01-7 **FINES, PENALTIES AND INFRINGEMENT NOTICES
ENFORCEMENT ACT 1994 – APPOINTMENT OF
PROSECUTION OFFICERS**

<p>Function to be performed:</p> <p><i>This text is provided as a reference only. Authorisers shall only act in full understanding of the authorised statutory power, inclusive of conditions [see below].</i></p>	<p>(1) For the purposes of this Part, the Registrar may approve a prosecuting authority as a prosecuting authority to which this Part applies.</p> <p>(2) The Registrar is not to approve a prosecuting authority unless the authority gives the Registrar written notice of those officers of the authority that are designated as prosecuting officers for the purposes of and in accordance with sections 16 and 22.</p> <p>(3) A prosecuting authority at any time may amend the written notice of designated prosecuting officers.</p>
Legislative Power or duty Authorised:	Section 13 of the Fines Penalties and Infringement Notices Enforcement Act 1994.
Legislative power to Authorise:	Section 13(2) of the Fines, Penalties and Infringement Notices Enforcement Act 1994.
Appointment of authorised persons:	<p>Chief Executive Officer</p> <p>Executive Manager, Infrastructure Services</p> <p>Executive Manager, Development and Regulatory Services</p> <p>All Environmental Health Officers</p> <p>All Rangers</p> <p>Compliance Officer</p>
Appointment:	The CEO is Authorised the power to provide written notice to the Registrar designating those officers that are prosecution officers for the purposes of sections 16 and 22 of the Fines, Penalties and Infringement Notices Enforcement Act 1994.
Conditions and Exceptions:	<p>In relation to local laws the designation allows -Signing of Enforcement Certificates to initiate prosecution(Section 16);</p> <p>Signing of Withdrawal of Proceedings Notices (Section 2) for those matters already registered with Fines Enforcement;</p>
Reporting Requirements:	<p>Details of all decision made must be recorded in the appropriate record to meet legislative requirements.</p> <p><i>Financial Interest Returns Required - Yes</i></p>
Details of Review:	<p>11 December 2013</p> <p>21 July 2014</p> <p>15 July 2015</p>

*LITTER ACT 1979***CAA01-8 APPOINTMENT OF AUTHORISED PERSONS – LITTER ACT 1979****Function to be performed:**

*This text is provided as a reference only.
Authorisers shall only act in full
understanding of the authorised statutory
power, inclusive of conditions [see below].*

For the purposes of this Act an authorised officer is —

- (a) any member of the Police Force;
- (b) any person appointed as such pursuant to subsection (2) within the area of jurisdiction entrusted to him by the appointment;
- (c) within the district of a local government, any person who is —
 - (i) a member of the council of the local government;
 - (ii) an employee of the local government; or
 - (iii) an honorary inspector appointed by the local government under section 27AA.

**Legislative power or
duty of appointment**

The powers of an authorised officer under the Litter Act 1979 and the Litter Regulations 1981.

**Legislative power to
Authorise**

Section 26 of the Litter Act 1979

**Appointed as Authorised
Person**

All elected members.
All shire employees with delegated authority

Conditions and Exceptions:

Those persons appointed do not have the authority to withdraw infringement notices (subject to Authorisation 12.6).

**Reporting
Requirements:**

Details of exercising the Authorisation must be recorded in the appropriate record to meet legislative requirements.

Financial Interest Returns Required – No

Details of Review:

11 December 2013 PREVIOUSLY DA014
21 July 2014
15 July 2015

*LITTER ACT 1979***CAA01-9 APPOINTMENT OF AUTHORISED PERSONS TO WITHDRAW
INFRINGEMENT NOTICES - LITTER ACT 1979**

Function to be performed:
*This text is provided as a reference only.
 Authorisers shall only act in full
 understanding of the authorised statutory
 power, inclusive of conditions [see below].*

- (4) An infringement notice may, whether or not the prescribed penalty has been paid, be withdrawn, at any time within 28 days after the service of the notice, by the sending of a notice, in the prescribed form, to the alleged offender at his last known place of residence or business, advising the alleged offender that the infringement notice has been withdrawn, and, in that event, the amount of any prescribed penalty that has been paid shall be refunded.
- (4a) A withdrawal notice sent under subsection (4) shall be signed by a person appointed in writing to withdraw infringement notices by the public authority.

Legislative power or
duty of appointment

To sign withdrawal of infringement notices under section 30(4) of the Litter Act 1979.

Legislative power to
Authorise

To sign withdrawal of infringement notices under section 30(4) of the Litter Act 1979.

Appointed as Authorised
Person

Executive Manager, Infrastructure Services

Executive Manager, Development and Regulatory Services

Reporting
Requirements:

Details of withdrawal notices made must be recorded in the appropriate record to meet legislative requirements.

Financial Interest Returns Required – No

Details of Review:

11 December 2013
21 July 2014
15 July 2015

CEMETERIES ACT 1986

CAA01-10 APPOINTMENT OF AUTHORISED PERSONS – CEMETERIES
ACT 1986

Function to be performed: <i>This text is provided as a reference only. Authorisers shall only act in full understanding of the authorised statutory power, inclusive of conditions [see below].</i>	A Board means a cemetery board established under Section 7 or deemed to have been established under this Act and in relation to a cemetery means the Board responsible for the care, control and management of that Cemetery.
Legislative Power or duty Authorised:	Under Sections 10 and 47 of the Cemeteries Act 1986 – <ul style="list-style-type: none"> • A Board may authorise funds to be expended for the performance of any of the functions or any other purpose approved by the Minister; • A Board may appoint such employees, either full time or part time, as it considers necessary to enable it to carry out its functions; and • A Board may engage under contract for services such professional and technical and other assistance as it considers necessary to enable it to carry out its functions.
Legislative Power or duty authorisation:	Powers of the local government as prescribed in the Parking and Parking Facilities Local Law. Section 9.10 of the Local Government Act 1995
Legislative power to Authorise	Section 10 and Section 47 of the Cemeteries Act 1986
Appointed as Authorised Person	The Board shall consist of: <ul style="list-style-type: none"> • Chief Executive Officer • Executive Manager, Corporate Services • Administration Manager, Corporate Services • Corporate Services Support Officer (Onslow)
Conditions and Exceptions:	Nil
Reporting Requirements:	Any actions taken or notices issued are to be recorded on the appropriate file or record. <i>Financial Interest Returns Required - No</i>
Details of Review:	11 December 2013 21 July 2014 15 July 2015

DA06-6

TENDERS

Function to be performed:
*This text is provided as a reference only.
 Delegates shall only act in full
 understanding of the delegated statutory
 power, inclusive of conditions [see below].*

A local government must consider any submissions of interest that have not been rejected and decide which ones could satisfactorily supply the goods or services. The local government may then execute the associated contract.

Legislative Power or
 duty delegated:

S3.57 of the Local Government Act 1995 and Part 4 of the Local Government (Functions and General Regulations) 1996.

Legislative power to delegate

Local Government Act 1995 and Local Government (Functions and General Regulations) 1996

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is authorised to accept the tenders (including authorised DA06-3 Minor Variations for Goods and Services) and to execute the associated contracts.

Policy:

FIN04 Buy Local – Regional Price Preference Policy
 FIN12 Purchasing and Tender Policy
 FIN14 Shire of Ashburton Tender Assessment Policy

Conditions and Exceptions:

For tender categories established under Council Policy FIN14 ie Plant, Services or Infrastructure the following limits will apply:

- Plant – each item of plant up to \$1,000,000
- Services – for each item up to \$1,000,000 and multi year contracts up to \$5,000,000
- Infrastructure – for each item up to \$5,000,000.

In order for the CEO to exercise this delegation provision must be provided for in Council's Annual Budget. Details recorded in the Tender Register to meet legislative requirements and elected members informed via an information bulletin.

In order for the CEO to exercise this delegation, an endorsed Budget allocation must be provided for.

For tender categories established (i.e. Plant, Services or Infrastructure) under Council Policy FIN14 a \$500,000 limit for each item will apply. The below exception applies, but is subject to details of the proposed tender assessment outcome being reported to Councillors via EMACCESS, inviting elected member comments or a request for the tender to be referred to Council - notice period on EMACCESS to be 72 hours:

- Services – multi-year contracts up to \$1,000,000; and
- Infrastructure Items – up to \$1,000,000.

All awarded tenders to be recorded in the Tender Register to meet legislative requirements and elected members informed via the *Reporting Requirements* section of each Delegation.

Chief Executive Officer
 delegates to:

Nil

Delegation delegated
 by the CEO

Nil

Reporting
 Requirements:

Details recorded in the Tender Register to meet legislative requirements and elected members informed via an information bulletin.

Financial Interest Returns Required - Yes

Details of Review:

30 October 2011
 13 February 2013
 11 December 2013 PREVIOUSLY DA001
 16 July 2014

Onslow

Local Emergency Management Committee



Local Emergency Management Arrangements

VERSION I

ONSLOW LEMC LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

These arrangements have been produced and issued under the authority of S. 41(1) of the *Emergency Management Act 2005*, endorsed by the Onslow Local Emergency Management Committee (LEMC), Shire of Ashburton Council and have been tabled with the District Emergency Management Committee (DEMC) and the State Emergency Management Committee (SEMC).

These Arrangements must be read in conjunction with the *Emergency Management Act 2005*, *State Emergency Management Plans (WESTPLAN)* and *State Emergency Management Policy Statements*.

.....
Chairperson
Onslow LEMC

.....
Date

Endorsed by Council

.....
Date

AMENDMENT RECORD

Amendments to these arrangements will be issued periodically. Any suggestions for amendments can be forwarded to:

Chair PERSON of Onslow LEMC
PO Box 20
Onslow WA 6710

AMENDMENT LIST

Onslow LEMC Local Emergency Management Arrangements

AMENDMENT RECORD

Proposals for amendments or additions to these arrangements should be forwarded to the Chair of the Onslow Local Emergency Management Committee

AMENDMENT		DETAILS	AMENDED BY
No.	DATE		INITIALS
	January 2014	Initial Draft	MJ
	November 2014	Development Draft	MJ, DT
V1	May 2015	Final Draft	MJ, DT, JJ

FEEDBACK

Suggestions and comments can help improve this document and subsequent amendments. Photocopy the relevant section, mark your comments and / or proposed changes and send it to:

Chairperson
Onslow LEMC
C/- Shire of Ashburton
PO Box 20
Onslow WA 6710
soa@ashburton.wa.gov.au

Feedback can include

- ❖ What you do and don't like about the document
- ❖ Unclear or incorrect expression
- ❖ Out of date practices
- ❖ Errors, omissions or suggested improvements

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DISTRIBUTION

TITLE	ORGANISATION	COPIES
Records	Shire of Ashburton	1
Chairperson Onslow LEMC	Onslow LEMC	1
Local Emergency Coordinator	Officer in Charge Onslow Police Station	1
Executive Officer Pilbara DEMC	Pilbara DEMC	1
DFES Operations Karratha	DFES	1
Public Copies	Shire of Ashburton Office Onslow	1
Public Copies	Shire of Ashburton Library Onslow	1
Public Copies	Shire of Ashburton Web Site	1
Onslow Police Station	WA Police	1
Unit Managers	Onslow Volunteer Emergency Service Unit	2
Chairperson	Onslow St Johns Sub Centre	1
General Manager	Onslow Salt	1
Emergency Management	BHP Macedon	1
Emergency Management	Chevron Wheatstone	1
District Emergency Services Officer	Department of Child Protection & Family Support	1
Team Leader/ Emergency Management Officer	Department of Child Protection & Family Support	1
Water Corp District Office	Water Corporation Karratha	1
Horizon Power District Office	Horizon Power Karratha	1
Director of Nursing Onslow Hospital	WA Health	1
Manager MRWA Gascoyne	Main Roads WA Carnarvon	1
Manager MRWA Pilbara	Main Roads WA Pt Hedland	1
Dept. Transport Officer	Department of Transport Beadon Creek	1
Harbour Master	Pilbara Ports Authority	1

GLOSSARY OF TERMS

For additional information in regards to the Glossary of Terms, refer to the current Emergency Management Western Australia Glossary.

AIIMS – Australasian Interagency Incident Management System; is a command structure set up to systematically and logically manage emergency incidents, from small to large, difficult or multiple situations. It is designed to expand to ensure effective span of control at all levels.

COMBAT AGENCY – A public authority, or other person, may be prescribed by the regulations to be a Combat Agency who or which, because of the agency's functions under any written law or specialized knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency [s.6(2) of the EM Act]. A Combat Agency undertakes response tasks at the request of the Controlling Agency in accordance with their legislative responsibilities or specialised knowledge.

COMPREHENSIVE APPROACH – The development of emergency and disaster arrangements to embrace the aspects of prevention, preparedness, response, and recovery (PPRR). PPRR are aspects of emergency management, not sequential phases. Syn. 'disaster cycle', 'disaster phases' and 'PPRR'

CONTROLLING AGENCY – An agency nominated to control the response activities to a specified type of emergency.

COORDINATION – The bringing together of organisations and elements to ensure an effective response, primarily concerned with the systematic acquisition and application of resources (organisation, manpower and equipment) in accordance with the requirements imposed by the threat or impact of an emergency. Coordination relates primarily to resources, and operates, vertically, within an organisation, as a function of the authority to command, and horizontally, across organisations, as a function of the authority to control.

DISTRICT – Means an area of the State that is declared to be a district under section 2.1 *Local Government Act 1995*.

DISTRICT EMERGENCY MANAGEMENT COMMITTEE (DEMC) - A DEMC is established for each emergency management district. The Chair of the committee is the regional Police Superintendent appointed by SEMC.

The Deputy Chair is the regional DFES Superintendent with the Executive Officer being the Community Emergency Management Officer nominated by SEMC

EMERGENCY – An event, actual or imminent, which endangers or threatens to endanger life, property or the environment, and which requires a significant and coordinated response.

EMERGENCY MANAGEMENT – The management of the adverse effects of an emergency including:

- (a) Prevention – the mitigation or prevention of the probability of the occurrence of and the potential adverse effects of an emergency;
- (b) Preparedness – preparation for response to an emergency;
- (c) Response – the combating of the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage and help to speed recovery; and

- (d) Recovery – the support of emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing.

EMERGENCY COORDINATOR – This responsibility lies with the WA Police Service and is usually the Officer In Charge of the Local Police Sub District, who is appointed by the Commissioner of Police. They provide support and advice to the Local Emergency Management Committee (LEMC) in the development and maintenance of local emergency arrangements and assist the HMA in the provision of a coordinated response during an emergency.

At a District Level (Regional) that person is delegated by the Commissioner of Police and is responsible for ensuring that the roles and functions of the respective District Emergency Management Committee (DEMC) are performed and provides assistance to the Hazard Management Agency (HMA) with coordination of a multi-agency response during Incidents and Operations. At the State level this role is lies with the Commissioner of Police.

EMERGENCY RISK MANAGEMENT – A systematic process that produces a range of measures which contribute to the well-being of communities and the environment. This process considers the likely effect of hazardous events and the measures by which they can be minimised.

Hazard - A situation or condition with potential for loss or harm to the community or the environment.

Risk - A concept used to describe the likelihood of harmful consequences, arising from the interaction of hazards, communities and the environment.

HAZARD -

- (a) a cyclone, earthquake, flood, storm, tsunami or other natural event
- (b) a fire
- (c) a road, rail or air crash
- (d) a plague or an epidemic
- (e) a terrorist act as defined in The Criminal Code section 100.1 set out in the Schedule to the *Criminal Code 1995* of the Commonwealth
- (f) any other event, situation or condition that is capable or causing or resulting in
 - (i) loss of life, prejudice to the safety or harm to the health of persons or animals or
 - (ii) destruction of or damage to property or any part of the environment and is prescribed by *Emergency Management Regulations 2006*

HAZARD MANAGEMENT AGENCY (HMA) — Sec. 4 of the *Emergency Management Act 2005* (the Act) allows for a Hazard Management Agency (HMA) to be prescribed for emergency management, or an aspect of emergency management, of a hazard. A HMA can be prescribed for the whole of the State or an area of the State. A HMA is prescribed because of that agency's functions under any written law or specialised knowledge, expertise and resources.

INCIDENT – An event, accidentally or deliberately caused, which requires a response from one or more of the statutory emergency response agencies.

INCIDENT CONTROLLER (IC) – The person designated by the relevant Hazard Management Agency, responsible for the overall management and control of an incident and the tasking of agencies in accordance with the needs of the situation.

INCIDENT MANAGEMENT TEAM - The group of incident management personnel comprised of the Incident Controller, and the personnel appointed to be responsible for the functions of AIIMS.

INCIDENT SUPPORT GROUP (ISG) – A group of agency/organisation liaison officers convened and chaired by the Incident Controller to provide agency specific expert advice and support in relation to operational response to the incident.

LIFELINES – The public facilities and systems that provide basic life support services such as water, energy, sanitation, communications and transportation. Systems or networks that provide services on which the well-being of the community depends.

LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS (LEMA) - Written by the local government, Local Emergency Management Arrangements are documented emergency management plans for the local government district. Consistent with State emergency management policies and plans, arrangements are to include information as stipulated in section 41(2) of the Act, accommodating the comprehensive approach to emergency management; Prevention, Preparedness, Response and Recovery (PPRR) that contribute to the reduction or elimination of hazards and to reducing the susceptibility or increase in the resilience to hazards of the community or the environment in the local government district.

LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) – Means a committee established under section 38 of the *Emergency Management Act 2005*.

OPERATIONAL AREA (OA) – The area defined by the Operational Area Manager for which they have overall responsibility for the strategic management of an emergency. This area may include one or more Incident Areas.

OPERATIONAL AREA MANAGER (OAM) - the person designated by the relevant Controlling Agency, responsible for the overall management of an Emergency within a defined Operational Area and the provision of strategic direction and operational coordination to agencies and Incident Controller(s) in accordance with the needs of the situation.

OPERATIONAL AREA SUPPORT GROUP (OASG) - A group of agency/organisation liaison officers, including the designated Emergency Coordinator, convened by the Operational Area Manager/Incident Controller to provide agency specific expert advice and support in relation to strategic management of the incident/s.

PREVENTION – Regulatory and physical measures to ensure that emergencies are prevented, or their effects mitigated. Measures to eliminate or reduce the incidence or severity of emergencies. *See also* **COMPREHENSIVE APPROACH**.

PREPAREDNESS – Arrangements to ensure that, should an emergency occur, all those resources and services which are needed to cope with the effects can be efficiently mobilised and deployed. Measures to ensure that, should an emergency occur, communities, resources and services are capable of coping with the effects. *See also* **COMPREHENSIVE APPROACH**.

RESPONSE – Actions taken in anticipation of, during, and immediately after an emergency to ensure that its effects are minimised and that people affected are given immediate relief and support. Measures taken in anticipation of, during and immediately after an emergency to ensure its effects are minimised. *See also* **COMPREHENSIVE APPROACH**.

RECOVERY – The coordinated process of supporting emergency-affected communities in reconstruction of the physical infrastructure and restoration of emotional, social, economic and physical well-being.

RISK — Risk is now defined in terms of the effect of uncertainty on objectives.

NOTE 1 An effect is a deviation from the expected — positive and/or negative.

NOTE 2 Objectives can have different aspects (such as financial, health and safety, and environmental goals) and can apply at different levels (such as strategic, organization-wide, project, product and process).

NOTE 3 Risk is often characterized by reference to potential events and consequences or a combination of these.

NOTE 4 Risk is often expressed in terms of a combination of the consequences of an event (including changes in circumstances) and the associated likelihood of occurrence.

AS/NZS ISO 31000:2009

RISK MANAGEMENT – The systematic application of management policies, procedures and practices to the tasks of identifying, analysing, evaluating, treating and monitoring risk. Refer to *AS/NZS ISO 31000:2009*

RISK REGISTER – A register of the risks within the local government, identified through the Community Emergency Risk Management process.

RISK STATEMENT – A statement identifying the hazard, element at risk and source of risk.

STATE EMERGENCY MANAGEMENT COMMITTEE (SEMC) - The SEMC is established under section 13(1) of the Act. Section 13(2) stipulates membership of the SEMC. Other members include a local government representative and other members as provided for by the Minister.

SUPPORT ORGANISATION – A public authority or other person who or which, because of the agency's functions under any written law or specialized knowledge, expertise and resources is responsible for providing support functions in relation to that agency.

TREATMENT OPTIONS – A range of options identified through the emergency risk management process, to select appropriate strategies' which minimize the potential harm to the community.

VULNERABILITY – The degree of susceptibility and resilience of the community and environment to hazards. The degree of loss to a given element at risk or set of such elements resulting from the occurrence of a phenomenon of a given magnitude and expressed on a scale of 0 (no damage) to 1 (total loss).

WELFARE CENTRE – Location where temporary accommodation is actually available for emergency affected persons containing the usual amenities necessary for living and other welfare services as appropriate.

GENERAL ACRONYMS USED IN THESE ARRANGEMENTS

BFS	Bush Fire Service
CEO	Chief Executive Officer
CERA	Community Emergency Risk Assessment
DCPFS	Department for Child Protection and Family Support
DEMC	District Emergency Management Committee
DFES	Department of Fire and Emergency Services
DPaW	Department of Parks and Wildlife
ECC	Emergency Coordination Centre
HMA	Hazard Management Agency
ISG	Incident Support Group
LEC	Local Emergency Coordinator
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LRC	Local Recovery Coordinator
LRCC	Local Recovery Coordinating Committee
SEC	State Emergency Coordinator
SEMC	State Emergency Management Committee
SoA	Shire of Ashburton
SOP	Standard Operating Procedures
VES	Volunteer Emergency Service Unit
VMSR	Volunteer Marine Search & Rescue

PART 1 – INTRODUCTION

1.1 Authority

These arrangements have been prepared in accordance with s.41(1) of the *Emergency Management Act 2005* and endorsed by the Onslow Local Emergency Management Committee and by the Shire of Ashburton Council.

1.2 Community Consultation

The consultation of the community occurred through the many meetings of the Local Emergency Management Committee members who represent the wider community. The members consist of representatives from Industry, Commonwealth, State and Local Government departments, volunteer groups and Lifelines. Consultation was in the form of regular reviews and feedback until the document was approved.

1.3 Document Availability

It is a requirement under the *Emergency Management Act 2005* that the Local Arrangements are made available to the public (Sec 43). These arrangements are available to the public through the Shire Administration Office and Public Library in Onslow. These arrangements are also available on the Shire of Ashburton's web site.

1.4 Area Covered

The Onslow LEMC is located in the coastal town of Onslow, in the Shire of Ashburton located in the Pilbara region of Western Australia, 1,386 kilometres north of Perth, 310 kilometres south of Karratha and services the Onslow Police Sub District which encompasses the surrounding pastoral stations and the Indigenous Communities of Bindi Bindi and Jundaru (Peedamulla Station). Onslow is accessible by one sealed road, the Onslow Road located off the North West Coastal High Way. If travelling from the north the Peedamulla Road offers an alternate route although this road is dirt and is often closed during the "Wet Season".

The Onslow LEMC (Onslow Police Sub District) shares boundaries with the Shire of Ashburton Inland LEMC (Paraburdoo Police Sub District) to the east, the Pannawonica LEMC (Pannawonica Police Sub District) to the north, and the Shire of Exmouth LEMC to the south.

See page 45

Onslow's population averages around 880 people, reaching its peak during the southern winter when many people move to Onslow to escape the colder southern climate. It is expected that the population will increase significantly in the coming years with major resource projects in the construction phase.

The original Onslow was proclaimed a town in 1883 and named after Sir Alexander Onslow, the Chief Justice of Western Australia at the time. It supported the nearby pastoral stations that had been established along the Ashburton River. By 1925, the port facilities at the mouth of the Ashburton were affected by the silting up of the river causing more and more problems in the loading and unloading of visiting ships. Surveys proved that there was deep water at Beadon Point and so the town was moved some eighteen kilometres to the east to its present location.

Today the main industries are the Chevron operated Wheatstone natural gas project, BHP Macedon joint gas project, Onslow Salt and tourism. The Mackerel Island are located just off the Onslow coast and the Ashburton River is visited by many tourists during the southern winter.

The Onslow sub-district has one major airport at Onslow, which operates 717's passenger jet planes with a capacity of 100-120 persons. The airport services daily commercial flights to and from Perth primarily for industry but there are limited places for the general public on these flights.

The volunteer services within Onslow are generally well resourced and trained although at times there is a shortage of registered volunteers

These arrangements apply to the Onslow Police Sub District, including the townsite of Onslow, surrounding Pastoral Stations, Nanutarra Roadhouse and the Indigenous Communities of Bindi Bindi and Jundaru (Peedamulla Station)

1.5 Aim

The aim of the Onslow Local emergency Management Arrangements is to detail the emergency management arrangements with in the Onslow sub district within the Shire of Ashburton.

1.6 Purpose

The purpose of these emergency management arrangements is to set out:

- The local government's policies for emergency management;
- The roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;
- To describe the emergency management roles and responsibilities of agencies within the Onslow Police sub dsitric;
- Strategies and priorities for emergency management in the local government district;
- Other matters about emergency management in the local government district prescribed by the regulations;
- Other matters about emergency management in the local government district the local government considers appropriate. (Sec. 41(2) of the Emergency Management Act 2005.

1.7 Objectives

The objectives of these emergency management arrangements are:

- To list and describe the types of emergencies that could likely occur in the Onslow sub district
- To promote effective liaison between all agencies and key stakeholders which may become involved in Emergency Management within the Onslow sub district
- The roles and responsibilities of the agencies involved in emergency management in the Onslow sub district
- Maintain an up to date contacts list for participating agencies and organisations.
- Identify emergency operation centres within the Onslow sub district
- Provide a framework for recovery operations
- Provide a means for testing, evaluating and maintain these arrangements
- To minimise the effect of emergency incidents on people living and visiting the Onslow sub district
- To minimise the effect of emergency incidents on the environment contained within the Onslow sub district

1.8 Scope

This document applies to all areas encompassed within the established boundaries of the Onslow Police sub district with in the Shire of Ashburton

The document specifically relates to the:

- Provision of support by the Shire of Ashburton to HMAs and agencies managing an emergency within the sub-district;
- Capacity of the Shire of Ashburton to provide support and resources for emergency management before assistance is sought from District or State levels; and
- The Shire of Ashburton's responsibility in managing recovery functions and services within the sub-district

These arrangements serve as a guide to emergency management at the local level. An emergency situation may graduate and require to be managed at a Regional or State level.

1.9 Related Documents & Arrangements

Local Emergency Management Policies

As per s.41(2)(a) of the *Emergency Management Act 2005*, the Local Emergency Management arrangements need to specify “the local government’s policies for emergency management”. Local government policies for emergency management refer to any policies unique to the local government area.

Within the Onslow sub district such unique policies include:

- Unallocated Crown Land – Responsibility for managing fire on unallocated Crown land and unmanaged reserves outside the metropolitan area, regional centres and town sites has been transferred to DPaW. In relation to Crown land not covered by the MOU with DPaW, where there is no legal requirement for the State to abide by the requirements of the *Bush Fires Act 1954*, the DPaW seeks to be a good neighbour and to fulfil its management responsibilities. Funds are budgeted annually for fire abatement programs on unallocated Crown land and on unmanaged reserves inside the metropolitan area, regional centres and town sites.

1.10 Existing Plans & Arrangements

This document covers the key arrangements to enable the delivery of integrated and coordinated emergency management to the Onslow sub-district. However, it is not possible in this document to contain all of the existing plans and arrangements or to provide too much detail within this document. Therefore, the Onslow Local Emergency Management Arrangements should be read and used in conjunction with the State Emergency Management Policy and WESTPLANS.

www.semc.wa.gov.au/policyandlegislation/policiesandplans/Pages/StateEmergencyManagementPlans-Westplans.aspx

Individual hazard and support plans are the responsibility of each individual organisation and are held at their respective agencies, and are reviewed regularly by those individual agencies.

The Local Emergency Coordinator is to ensure individual plans are maintained and reviewed by the respective agencies.

The following tables indicate the plans and arrangements that exist in this document and are listed for reference purposes. All support plans are located within the appendices at the rear of these arrangements

Local Plans

Table 1

DOCUMENT	OWNER
Local Evacuation Plan	SoA
Local Recovery Plan	SoA
SoA Bush Fire Management Plan	SoA
Onslow Airport Emergency Plan	SoA
Pilbara Pandemic Influenza Management Plan	Dept. of Health
Pilbara Health Emergency Management Support Plan	Dept. of Health
Tsunami Local Plan	Onslow VES
Cyclone Local Plan	Onslow VES
Local Welfare Plan	Dept. of Child Protection and Family Support

Agreements, Understandings & Commitments

Table 2

PARTIES TO THE AGREEMENT		SUMMARY OF THE AGREEMENT	SPECIAL CONSIDERATIONS
SoA	DFES	Bush Fire handover procedures Mutual support for responding to incidents VES MOU; Maintenance & support	
SoA	DPaW	Multi agency fire operations on DPaW managed land	
SoA	Industry	Mutual support for responding to incidents	
SoA	City of Karratha	Mutual support for responding to incidents	
SoA	DCPFS	MOU of use of Shire Facilities	
DCPFS	Onslow Supermarket	Opening up after hours to provide food for the welfare centre	Please contact the Manager. Purchase order required.

1.11 Special Considerations

The Onslow Sub District is subject to significant factors that could potentially impact the effectiveness of these local arrangements:

- Annual influx of tourists during the period May to October.
- Random population surges in response to major industrial developments or expansion works.
- Significant departures of residents during peak holiday times lessening the availability of local emergency services volunteers.
- Cyclone season is between 1st November and 30st April. Increase in monsoonal weather activity (increased rainfall, localised flooding).
- Indigenous communities have a unique culture that must be considered when planning for hazards, for example: English is often the second or third language spoken. As a result of indigenous Australians relationship with Land, Lore and Kin, communities are often located in regions considered high risk in terms of emergency. Isolation may increase response times in the event of an emergency and reduce the ready availability of response resources.

1.12 Resources

Hazard Management Agencies are responsible for determination of resources required for their specific hazards and resourcing is managed by individual agencies.

Resources available from Local Government and other agencies / organisations can be obtained by contacting the relevant agency / organisation contact listed in the contact list.

1.13 Financial Arrangements

Whilst recognising the provisions of State Emergency Management Policy No 4.2 – Funding for Emergencies, the Shire of Ashburton is committed to spending such necessary funds as practicable to ensure the safety of the Shires residents and visitors.

The funding arrangements for emergencies shall be based on the following criteria.

- **Situation A** Where an emergency requires only a response with no support from other organisations, all costs associated with the emergency shall be met by the Controlling Agency. Where such costs impact on the core business programs of the Agency an application for supplementary funding may be made to their Minister, where applicable [ref: *Treasurers Instruction 302*].
<http://www.dtf.wa.gov.au/cms/uploadedFiles/Treasury/Legislation/wafabjune2009.pdf>
- **Situation B** When an emergency requires a Controlling Agency response with agreed bi-lateral arrangements for support, documented either through Plans or a Memoranda of Understanding, each emergency management agency will meet their own costs unless otherwise agreed. Where such costs impact on the core business programs of the agency an application for supplementary funding may be made to their Minister, where applicable [ref: *Treasurers Instruction 302*].
- **Situation C** When an emergency involves a multi-agency response, all costs associated with the emergency shall be met by each individual emergency management agency, provided such costs are related to the delivery of services or resources which form part of the agency's core functions or, the agency has a bi-lateral agreement in either Plans or Memoranda of Understanding to provide such services and resources at its own cost.
- **Situation D** Where costs are incurred in delivering services or resources at the request of the Controlling Agency, which are not part of the Agency's core functions and there are no prior agreements as to funding responsibilities, then such costs shall be met by the Controlling Agency. All expenditure must be agreed by the Controlling Agency prior to incurring. The Controlling Agency shall call for the submission of CEO certified accounts within six (6) weeks of the end of the operation. Submissions should also include physical resources under the custody, care and control of the agency (e.g. motor vehicles, fixed and rotary wing aircraft, heavy moving plant and equipment, etc.) that were deployed for the emergency including the

duration of deployment. Where agencies are unable to forward such accounts within the 6 (six) week period they are to advise the Controlling Agency of expenditure commitments made for the operation. Where such costs impact on the core business programs of the agency an application for supplementary funding may be made to their Minister [ref: *Treasurers Instruction 302*].

- **Situation E** When an emergency is declared an eligible event under the Natural Disaster Relief and Recovery Arrangements (NDRRA) Determination, all costs associated with the emergency shall be met in accordance with *Categories A, B & C* unless prior arrangements have been entered into between agencies and the co-ordinating agency (i.e. Department of Fire & Emergency Services of Western Australia (DFES). for the provision of specific eligible measures.
 - These eligible measures are categorised as:
 - personal hardship and distress,
 - restoration/replacement of an essential public asset,
 - psychological counselling, or;
 - other acts of relief and restoration adopted to alleviate distress or damage as defined in the Determination.

Where prior arrangements have been entered into, DFES shall be responsible for funding the measures in accordance with the arrangements entered into with the respective agencies.

All agencies shall be responsible for furnishing DFES with financial information in the format designated in the NDRRA Determination to enable formalisation of information to be communicated to the Premier as well as the Commonwealth Minister.

Where such costs less any financial reimbursements for specific eligible measures, impact on the core business programs of the agency an application for supplementary funding may be made to their Minister, for consideration by the Treasurer, where applicable [ref: *Treasurers Instruction 302*].

- **Situation G** Any agencies/organisations who do not qualify for either supplementary funding or NDRRA assistance, upon identifying costs associated with the provision of support to an emergency that will impact upon their core business programs, should immediately seek to negotiate (with the agency to which they are providing the support or the Controlling Agency for response to the emergency), for recoup of costs on a fee for service basis.

1.14 Roles & Responsibilities

Emergency management is not simply a matter for government, emergency services agencies and support organisations; individuals, families and the community as a whole play an important role in determining how well the community is protected against and resilient to, potential emergency situations.

As stated in Sections 37 and 38 of the *Emergency Management Act 2005*, the following give descriptions and responsibilities of key positions or groups in relation to local community emergency management.

1.14.1 Chairperson of LEMC

The Chairman for the Onslow LEMC is the Emergency Management Coordinator for the Shire of Ashburton.

The Chairman must be capable of pulling all the emergency management arrangements together and have the ability to make it happen. Where the chairman is not appointed by the local government, then this duty will fall to the Local Emergency Coordinator who is usually the Officer in Charge of Police in small towns or in larger suburban areas a senior police officer appointed by the State Emergency Coordinator for the local government district.

If the Local Emergency Coordinator has not been appointed as the Chairman for the Local Emergency Management Committee, one will be appointed by the relevant local government [s. 38(3) of the Act].

It is of utmost importance that a representative of local government fills this important role to ensure that there is a real link between the local government and the committee.

1.14.2 Local Emergency Coordinator

The Local Emergency Coordinator is appointed by the State Emergency Coordinator. The Local Emergency Coordinator for the Onslow Sub District is the Officer in Charge of the Onslow Police Station

The Local Emergency Coordinator for a local government district has the following functions [s.37(4) of the EM Act]:

- To provide advice and support to the LEMC for the district in the development and maintenance of emergency management arrangements for the district;
- To assist hazard management agencies in the provision of a coordinated response during an emergency in the district; and
- To carry out other emergency management activities in accordance with the directions of the State Emergency Coordinator.

1.14.3 Local Government

Local governments play an important role participating in emergency management due to their strong relationship with the local community networks and locally available resources. Local governments also have responsibilities to contribute to the safety and wellbeing of their community.

It is a function of a local government, subject to this Act (*Emergency Management Act 2005*):

- To ensure that effective Local Emergency Management Arrangements are prepared and maintained for its district;
- To manage recovery following an emergency affecting the community in its district; and
- To perform other functions given to the local government under this Act.

These functions include (but not limited to; administrating the LEMC in accordance with SEMP 2.5, completing an annual report & annual business plan in accordance with SEMP 2.6 and establishing and maintaining the Local Emergency Management Arrangements which includes a Local Recovery Plan).

The SoA meets these functions by:

- Reviewing and updating Onslow LEMC LEMAs', Local Recovery Plan and Local Evacuation Plan.
- Coordinating and providing secretariat support at LEMC and LRCC meetings.
- Preparing the LEMC Annual Report and Business Plan.
- Providing facilities for use as welfare centres during times of emergency.

1.14.4 LEMC Executive Officers

Provide executive support to the LEMC by:

- Ensuring the provision of secretariat support including:
 - Meeting agenda;
 - Minutes and action lists;
 - Correspondence;
 - Maintain committee membership contact register;
- Coordinate the development and submission of committee documents in accordance with legislative and policy requirements including;

- Annual Report;
- Annual Business Plan;
- Maintenance of Local Emergency Management Arrangement;
- Facilitate the provision of relevant emergency management advice to the Chair and committee as required; and
- Participate as a member of sub committees and working groups as required.

1.14.5 Local Emergency Management Committee

The Shire of Ashburton has established a Local Emergency Management Committee (LEMC) under s.38(1) of the *Emergency Management Act 2005* to oversee, plan and test the Local Emergency Management Arrangements within the Onslow Police Sub District.

The Onslow LEMC is chaired by the Shire's Emergency Management Coordinator. Executive support is also provided by the Shire. The Chairman of the LEMC is appointed by the local government [s.38 of the Act].

The LEMC includes representatives from agencies, organisations and community groups that are relevant to the identified risks and emergency management arrangements for the community.

The LEMC is not an operational committee but rather the organisation established by the local government to ensure that Local Emergency Management Arrangements are written and placed into effect for its district.

The LEMC membership must include at least one local government representative and the identified Local Emergency Coordinator (LEC). Relevant government agencies and other statutory authorities will nominate their representatives to be members of the LEMC. The term of appointment of LEMC members shall be determined by the local government in consultation with the parent organisation of the members.

The functions of LEMC are [s.39 of the EM Act]:

- To advise and assist the local government in ensuring that Local Emergency Management Arrangements are established for its district;
- To liaise with public authorities and other persons in the development, review and testing of the Local Emergency Management Arrangements; and
- To carry out other emergency management activities as directed by SEMC or prescribed by regulations.

1.14.6 Controlling Agency

A Controlling Agency is an agency nominated to control the response activities to a specified type of emergency.

The function of a Controlling Agency is to:

- Undertake all responsibilities as prescribed in Agency specific legislation for Prevention and Preparedness.
- Control all aspects of the response to an incident.
- During Recovery the Controlling Agency will ensure effective transition to Recovery by Local Government.
- Attend post incident debriefs.
- Contributing to a post operations report or post incident analysis.

1.14.7 Hazard Management Agency

A hazard management agency is *'to be a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for emergency management, or the prescribed emergency*

management aspect, in the area prescribed of the hazard for which it is prescribed.' [s.4 of the EM Act] The HMA's are prescribed in the *Emergency Management Regulations 2006*.

Their function is to:

- Undertake responsibilities where prescribed for these aspects. [EM Regulations]
- Appointment of Hazard Management Officers. [s.55 EM Act]
- Declare/Revoke Emergency Situation. [s.50 & s.53 EM Act]
- Coordinate the development of the WESTPLAN for that hazard. [SEMP 2.2]
- Ensure effective transition to recovery by Local Government.

1.14.8 Combat Agencies

A combat agency as prescribed under subsection (1) of the *Emergency Management Act 2005*, is to be a public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency.

(*EMWA Glossary Version: 2011*)

A combat agency is an agency identified as being primarily responsible for responding to a particular emergency. Combat agencies have the following roles and responsibilities (*Emergency Management Regulations 2006*):

- Executing combat action in accordance with their statutory responsibilities.
- Executing tasks as allocated in the tactical response plan.
- Providing progress reports to the designated Incident Manager or Operations Area Manager.
- Providing progress reports to the higher levels of their parent organisation.
- Provide an agency liaison officer to participate as part of the Incident Management Group upon request of the HMA.
- Attend post incident debriefs.
- Contributing to a post operations report or post incident analysis

Table 4

HMA & Combat Agencies for Hazards Identified Medium and Above

HAZARD	HMA	LOCAL COMBAT AGENCY
Air Crash	WA Police	Onslow VES
Collapse	DFES	Onslow VES 1 st Responder
Fire	DFES	Onslow VES (Gazetted Fire District) Dept. Parks & Wildlife (DPaW Managed Land) SoA (Other land outside the Gazetted Fire District)
Flood	DFES	Onslow VES
HAZMAT	DFES	Onslow VES
Heatwave	WA Health	Onslow Hospital
Human Epidemic	WA Health	Onslow Hospital
Land Search & Rescue	WA Police	Onslow VES
Marine Search & Rescue	WA Police	Onslow VMSR
Road Crash	DFES	Onslow VES
Storm	DFES	Onslow VES
Tropical Cyclone	DFES	Onslow VES
Terrorist Act	WAPOL	WAPOL
Tsunami	DFES	Onslow VES

1.14.9 Support Organisation

A Public Authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources is responsible for providing support functions in relation to that agency. (*EMWA Glossary Version: 2011*)

Support organisations have the following roles and responsibilities (*EM Regulations 2006*):

- Restoring essential services affected by the emergency.
- Providing 'function' support as part of the tactical plan, e.g. Department for Child Protection and Family Support to provide welfare services.
- Managing their own resources and those given to them in support of their specific function.
- Providing progress reports to higher levels of their organisation.
- Providing progress reports to the designated Incident Manager or Operations Area Manager.
- Provide an Agency Liaison officer to participate as part of the incident management group upon request of the HMA.
- Attend post incident debriefs.
- Contributing to a post operations report or post incident analysis.

Table 5

SUPPORT FUNCTION	RESPONSIBLE AGENCY
Health and Medical Services	Dept. of Health
Road Closures & Traffic Management	Main Roads / WA Police
Potable Water Supplies and Waste Water Management	Water Corporation
Reticulated Power Supplies	Horizon Power
Telecommunications	Telstra
Public Information	WA Police / DFES
Welfare Services	Dept. for Child Protection and Family Support

1.14.10 Public Authorities

A Public Authority is established under section 35 of the EM Act. Under s.35(6) the SEMC may specify both an area of the State and a public authority to exercise the functions of local government detailed under section 36 of the Act, to date, the Rottnest Island Authority is the only agency that has been classed as a 'Public Authority'.

1.14.11 Communities

The local community can take a wide range of actions to become prepared for an emergency situation. The local community can:

- Promote high levels of awareness of potential risks in the local community and the collective preparations and actions that should be taken in the event of an emergency.
- Provide active support for government and community initiatives to minimise the potential consequences of emergencies, such as emergency risk management projects.
- Provide a culture of support and appreciation and awareness for local emergency services volunteers.

Families and Individuals

Families and individuals are primarily responsible for preparing and protecting their property and assets against risks from natural and man-made hazards.

The combined actions, or lack of actions taken by individuals and families, can have a major influence on the severity of an emergency's impact. In major emergency situations, emergency service officers do not have the capacity to prevent and protect against the emergency threat for every individual or family at risk.

It is the role and responsibility of families and individuals to ensure they are as well prepared for, protected against and financially self-sufficient, before, during and after an emergency situation. Families and individuals should:

- Be fully aware of the risk of potential hazards to the home and regular activities, such as work, social etc.
- Arrange, where available, adequate home and contents, personal contents and vehicle insurance to cover themselves against damage resulting from likely risks.
- Make plans and preparations for dealing with an emergency situation. Ensuring the entire household, including children, are aware of the plans and their responsibilities, in the event of an emergency.
- Become aware of local emergency plans and arrangements; including potential risks to the local community, the location of welfare centres, information regarding preparing their home and family for an emergency. Emergency kits, water, etc.

- Familiarise themselves and their families with emergency procedures for cyclones. Residents can access useful cyclone information booklets from DFES or the Shire of Ashburton Offices in Onslow

1.15 Emergency Coordination Centres (ECCs)

Emergency Coordination Centres are the focus for the coordination and control of activities in an emergency. Pre-planning requires that the location of Emergency Coordination Centres be clearly identified. The Local Emergency Coordinators may be required to attend the Emergency Coordination Centre or provide a Police Liaison Officer to these facilities. Whilst the nature of the emergency may impact on the choice of location, the following Emergency Coordination Centres have been designated within the town of Onslow:

Table 6

FACILITY	RESPONSIBLE AGENCY	LOCATION
Onslow VES Building	Onslow VES	McGrath Avenue
Onslow MPC	SoA	Cnr McGrath & Hooley



Onslow VES Building McGrath Avenue



Onslow MPC Cnr McGrath & Hooley Avenue's

PART 2 – PLANNING

This section outlines the minimum administration and planning requirements of the LEMC under the *Emergency Management Act 2005* and policies.

2.1 LEMC Membership

Membership of the Onslow LEMC includes representatives of agencies, organisations, community groups and those with expertise relevant to the identified community hazards and risks, and emergency management arrangements.

Membership as below should be considered but not necessary limited to the following list:

- Chair appointed by the relevant local government [s. 38(3) of the EM Act]
- Local Emergency Coordinator – Deputy Chair
- Local Recovery Coordinator
- Emergency Management Agencies
- Welfare Support Agencies
- State Government Agencies
- Local Industry representatives
- Local Indigenous or CALD representatives
- Special Needs Group representatives
- Secretariat and Administrative support is provided by the Shire of Ashburton.

A comprehensive list of the LEMC Membership and their contact details are included in the contacts list as Attachment 1.

2.2 Review of Local Emergency Management Committee Positions

The Shire of Ashburton in consultation with the parent organisation of members shall determine the term and composition of LEMC positions. (SEMP 2.5 s20).

Note SEMP 2.5 s15-18 inclusive provides a list of recommended members

2.3 Meeting Schedule

SEMP 2.5 states “LEMCs shall meet every three (3) months and as required.”

The Onslow LEMC holds meetings every three (3) months or earlier during the non-Cyclone Season and Bi Monthly during the Cyclone Season. LEMC meetings are held at the Onslow VES Building on McGrath Avenue Onslow

2.4 LEMC Constitution & Procedures

The SEMC has determined the constitution and procedures for the LEMC, SEMP 2.5 provides some basic discussion points for each meeting.

Each meeting of the LEMC should consider, but not be restricted to, the following matters, as appropriate:

Every meeting:

- Confirmation of Local Emergency Management Arrangements contact details
- Review of any post-incident reports and post exercise reports generated since last meeting;
- Progress of emergency risk management process;
- Progress of treatment strategies arising from emergency risk management process;
- Progress of development or review of Local Emergency Management Arrangements; and
- Other matters determined by the local government.

2.5 Additional Procedures

The LEMC shall determine other procedures as it considers necessary. (*SEMP 2.5*).

2.6 Annual Reporting

The LEMC is required to submit an Annual Report to the DEMC for collation and forwarding to the SEMC at the end of each financial year to inform the State preparedness Report.

The SEMC provides a prescribed form to complete with guidance on what information is required. The information is generally a report on LEMC activity for the preceding year.

2.7 Annual Business Plan

The LEMC may develop and implement a Business Plan each year to help inform its annual reporting. The Business Plan should have reference to the current SEMC Strategic Plan.

A copy of the Annual Business Plan is available on request from the Chairperson

2.8 Emergency Risk Management

The Onslow LEMC has undertaken a risk assessment of the onslow Sub District area utilising Emergency Risk Management models based on the *Australian/New Zealand Standard for Risk Management ISO 31000:2009*. The Onslow LEMC will facilitate a review of the risk analysis for the communities every five years. The next review will occur in 2020. This review will be based on the current ISO Standard for Risk Management at the time.

The overarching objective of the research was to provide the LEMC with an insight into community perceptions regarding the likelihood and impact of various disasters occurring within the Onslow Sub District.

The specific objectives of the Emergency Management Survey include:

- Establish the level of awareness of Onslow's Emergency Management Plans.
- Identify how residents of Onslow to have access to the Onslow's Emergency Management Plans.
- Measuring the perceived likelihood of various disasters occurring within the Onslow Sub district
- Determine the perceived likelihood of serious consequences of each disaster that is likely to occur.

Hazards identified with "high" and "extreme" levels of risk and "likely" and "almost certain" likelihoods will require the development of Local or State emergency response arrangements. Development of such arrangements is the responsibility of the prescribed Hazard Management Agency.

The output of this process has resulted in a Risk Register and a Risk Treatment Schedule which is located in *attachment 13* at the rear of this plan

Table 7; The Hazards the Onslow Sub District is exposed to as identified in the EM Act 2005 & EM Regs 2006

Table 7

NATURAL HAZARDS	<ul style="list-style-type: none"> • Bush Fire • Cyclone • Earthquake • Flood • Heatwave • Storm • Tsunami
MAN MADE HAZARDS	<ul style="list-style-type: none"> • Air Crash • Electrical Supply Disruption • HAZMAT • Land Search & Rescue • Liquid Fuel Supply Disruption • Marine Oil Pollution • Marine Search & Rescue • Marine Transport Emergency • Nuclear Powered Warships: Radiation • Road Crash • Space Debris Re-entry
INTEGRATED HAZARDS	<ul style="list-style-type: none"> • Animal & Plant Biosecurity • Collapse • Human Epidemic

PART 3 – SUPPORT TO RESPONSE

The hazards likely to affect the Onslow Sub District have been identified through the Emergency Risk Management process which forms the foundation of Onslow's Local Emergency Management Arrangements, as it identifies risks in and around the local community.

The following table identifies the hazards likely to affect the Onslow Sub District, details the responsible Hazard Management Agencies and lists existing plans prepared to manage those hazards.

3.1 Risks – Emergencies Likely to Occur

Table 8

Hazard	HMA	CONTROLLING AGENCY	WESTPLAN	Local Plan (if applicable)
Air Crash	WA Police	WA Police	Air Crash	Onslow AEP
Animal and Plant Biosecurity	Dept. of Agriculture and Food	Dept. of Agriculture and Food	Animal and Plant Biosecurity	
Bulk Water Storage Failure	Water Corp	Water Corp		
Collapse	DFES	Onslow VES	Collapse	DFES SOP's
Cyclone	DFES	Onslow VES	Cyclone	Onslow SES Local Cyclone Plan
Earthquake	DFES	Onslow VES	Earthquake	DFES SOP's
Electrical Supply Disruption	Coordinator of Energy	Horizon Power	Electrical Supply Disruption	
Fire	DFES	Onslow VES SoA DPaW	Fire	SoA Bush Fire Management Plan DPAW Pilbara Fire Management Plan DFES SOP's
Flood	DFES	Onslow VES	Flood	DFES SOP's
Hazardous Materials Emergencies	DFES	Onslow VES	HAZMAT	DFES SOP'S
Heatwave	Dept. of Health	Dept. of Health	Heatwave	
Human Epidemic	Dept. of Health	Dept. of Health	Human Epidemic	WA Country Health local Plan
Land Search & Rescue	WA Police			
Liquid Fuel Supply Disruption	Department of Mines and	Caltex Australia Pty Ltd	Liquid Fuel Supply	

Hazard	HMA	CONTROLLING AGENCY	WESTPLAN	Local Plan (if applicable)
	Petroleum		Disruption	
Marine Oil Pollution	Dept. of Transport	Onslow North Port Limits – Pilbara Ports Authority Elsewhere – DoT	Marine Oil Pollution	
Marine Search and Rescue	WA Police	Onslow VMRS	Marine Search and Rescue	
Marine Transport Emergency	Dept. of Transport	Pilbara Ports Authority	Marine Transport Emergency	
Nuclear Powered Warships: radiation	WA Police	WA Police	Nuclear Powered Warships	
Road Crash Emergencies	WA Police	WA Police	Road Crash	DFES SOP's
Storm	DFES	Onslow VES	Storm	DFES SOP's
Space Debris re-entry	WA Police	WA Police	Space Debris Re-entry	
Terrorist Act	WA Police	WA police	Terrorist Act	<i>Restricted Circulation</i>
Tsunami	DFES	Onslow VES	Tsunami	Onslow VES Local Tsunami Plan

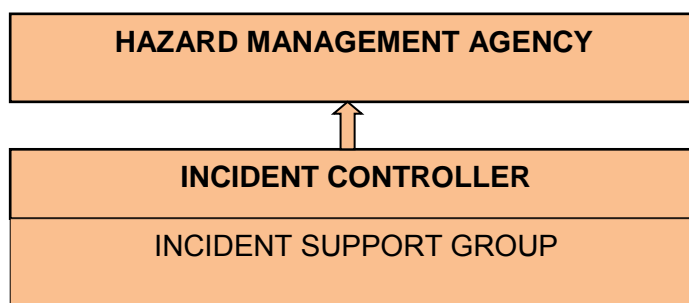
Consistent with Section 20 of the *Emergency Management Act 2005*, these arrangements are based on the premise that the Hazard Management Agency responsible for the above threats will develop, test and review appropriate emergency management plans. It is recognised that Hazard Management Agencies and Combat Agencies may require resources and assistance from the Shire of Ashburton in emergency management. The Shire of Ashburton is committed to providing assistance / support where possible.

It is recognised that the HMA's and Controlling agencies may require Shire of Ashburton resources and assistance during an emergency. The Shire of Ashburton is committed to providing assistance/support if the required resources are available through the Incident Support Group when and if formed.

Response activities are carried out in accordance with State Emergency Management Policy's and relevant WESTPLANS.

3.2 Incident Support Group (ISG)

The Incident Support Group (ISG) is a support group convened by the Incident Controller, in consultation with the Local Emergency Coordinator (LEC). The role of the ISG is to provide assistance to the IC with the overall management of the incident.



Triggers for an ISG

The triggers for an incident support group are defined in *State Emergency Management Policy 4.1 'Operational Management'*.

These are:

- Where an incident is designated as “Level 2” or higher; and
- Multiple agencies need to be coordinated.

Membership of an ISG

The Incident Support Group is made up of agencies/representatives that provide support to the Controlling Agency. Emergency Management Agencies may be called on to be liaison officers on the Incident Support Group. As a general rule, the Recovery Coordinator should be a member of the ISG from the onset, to ensure consistency of information flow and transition into recovery. The representation on this group may change regularly depending upon the nature of the incident, agencies involved and the consequences caused by the emergency. Agencies supplying staff for the ISG must ensure that the representative(s) have the authority to commit resources and/or direct tasks.

Frequency of Meetings

Frequency of meetings will be determined by the Incident Controller and will generally depend on the nature and complexity of the incident. As a minimum, there should be at least one meeting per incident. Coordination is achieved through clear identification of priorities and goals by agencies sharing information and resources.

3.3 Media Management and Public Information

Communities threatened or impacted by emergencies have an urgent and vital need for information and direction. Such communities require adequate, timely information and instructions in order to be aware of the emergency and to take appropriate actions to safeguard life and property. **The provision of this information is the responsibility of the HMA.** This is achieved through the Incident Management Team position of ‘Public Information Officer’ as per the AIIMS Structure. This should be undertaken in accordance with the Common Alerting Protocol as in *SEMP 4.6 Emergency Public Information*.

Culturally and Linguistically Diverse (CALD) or special needs groups should be considered in any release of Emergency Public Information and educational material.

The scope and complexity of the emergency public information function will be determined by the magnitude of the emergency. In small and localised emergencies affecting smaller communities, the controlling agency may be able to manage this function with its own resources. In larger, more complex, emergencies, involving an increased number of combat and support agencies, a greater degree of coordination will be required and a whole-of-emergency strategy developed to guide the public information function.

Public Warning Systems

During times of an emergency one of the most critical components of managing an incident is getting information out to the public in a timely and efficient manner. This section highlights local communication strategies.

Standard Emergency Warning Signal (SEWS): Standard Emergency Warning Signal is a distinct sound substantially different from any other emergency signal or siren. It can be used for various emergency situations and does not relate to any particular emergency situation. The purpose of Standard Emergency Warning Signal is to alert the population that an official emergency announcement is about to be made concerning an actual or imminent emergency that has the potential to affect them. The emergency announcement that follows Standard Emergency Warning Signal is intended to instruct the population to take, or be prepared to take, specific action in order to protect life, property and/or environment.

Shire of Ashburton

The Shire of Ashburton website provides bush fire information including Total Fire Bans, cyclone information, cyclone season preparations and cyclone alert warning messages. There are also links to the latest cyclone warning updates, Satellite picture updates and Road Condition reports.

Website: www.shireofashburton.wa.gov.au

ABC Radio

ABC Radio in WA will broadcast an emergency message immediately, repeatedly, for as long as necessary, and to whatever target audience in any area. The WA Police or any Authorised representative of the Emergency Services (Hazard Management Agency Incident Controller/Incident Manager) can request this in order to notify listeners that a significant emergency is occurring in their area. The Alerts are only to be issued under strict instruction.

The ABC Radio channel for the Onslow Sub District is 1188 AM.

Website: www.abc.net.au

Bureau of Meteorology

This site provides information on the warning services that are provided to the public by the Bureau of Meteorology (BoM). The information includes the types of warning that are issued, when and where they are issued and samples of the individual warnings. Warning services provided: Tropical Cyclone Warning Services; Fire Weather Warning Services; Severe Thunderstorm and general Severe Weather Warning Services; Flood Warning Services; Marine Warning Services and other warnings and alerts.

The BoM site also provides current weather radar displays, satellite images, weather charts and weather observations.

Website: www.bom.gov.au

Department of Fire and Emergency Services - EMERGENCY ALERT

Western Australia has moved to a national system that will better deliver messages directly to your mobile or landline telephone during emergencies. There is no need to register or sign up to Emergency Alert. In the case of an emergency, you may receive a voice message on your landline telephone, based on the location of the handset or a text message on your mobile phone, based on the service address of the phone.

Emergency Alert is a free phone messaging service that sends voice and text warnings to your phone during an emergency when lives may be in danger in your neighbourhood or where you are located.

Department of Fire and Emergency Services - Public Information line - Ph. 1300 657 209

Website: www.dfes.wa.gov.au

3.4 Critical Infrastructure

Critical Infrastructure is any infrastructure that has been identified (using the emergency risk assessment process) within the local government area, that if affected by a hazard, would have a negative and prolonged impact on the community.

The list of identified Critical Infrastructure is located in Attachment 11.

3.5 Evacuation

Evacuation is a risk management strategy which may need to be implemented, particularly in the event of flooding, cyclones and bushfires affecting a community within the Onslow sub-district of the Shire of Ashburton. The Department for Child Protection & Family Support (DCPFS) is responsible for Welfare Emergency Support within the Shire of Ashburton.

In consultation with the community and the Department for Child Protection & Family Support (DCPFS), the Controlling Agency is responsible for ensuring arrangements are in place for the care of evacuees until such time as they can return.

The decision to evacuate will be based on an assessment of the nature and the extent of the hazard, the anticipated speed of the onset of the hazard, the number of people to be evacuated, evacuation priorities and the availability of resources. These considerations should focus on providing all the needs of those being evacuated to ensure their safety and on-going welfare.

The Controlling Agency will make decisions on evacuation and ensure that community members have appropriate information to make an informed decision as to whether to stay or go during an emergency.

All evacuations shall be managed under the guidance of *State Emergency Management Policy 4.7 – Community Evacuation*.

3.6 Special Needs Groups

The aged, infirm, culturally and linguistically diverse, and disabled persons are to be given special consideration. The Shire of Ashburton maintains records of occupants and their special needs within the Onslow Old Age Pensioner Units.

Health & Community Care can supply the particulars of terminally ill and other outpatients under care who require special attention. They also have particulars of persons in the aboriginal communities who may require special attention.

Early consideration must be given to senior citizens of the Old Age Pension Units. Consideration must be given to evacuate these aged persons if required before transport is impossible. Health & Community Care can provide information regarding these residents.

Special attention is to be given to security, to prevent looting and other unlawful activities. Any suspicion of any such activity is to be reported immediately to the Police. Assistance at re-establishing evacuees in their residences, when safe to do so, remains a priority, including clean-up assistance for those who require it.

3.7 Evacuation Routes

Should an emergency occur and depending on the type of emergency the Onslow Road and other local roads could be closed and alternative arrangements will have to be implemented. Closure of some roads in particular unsealed, may mean some isolated Indigenous communities and Pastoral Stations may not be able to be evacuated by road to Onslow.

Main arterial roads such as the North West Coastal Highway, the Great Northern Highway and Nanutarra – Munjina Road and the Onslow Road can often be closed for days at a time putting a strain on local supplies.

Roads that may be closed or vehicle access may be affected during an emergency include but not limited to

- North West Coastal Highway
- Onslow Rd
- Peedamulla Rd
- First Avenue
- Second Avenue
- Beadon Creek Rd.

3.8 Welfare

'The provision of immediate and continuing care of emergency affected persons who may be threatened, distressed, disadvantaged, homeless or evacuated; and the maintenance of health, well-being and prosperity of such persons with all available community resources until their rehabilitation is achieved.' (**AEM glossary**)

The Department for Child Protection and Family Support (DCPFS) has the role of managing welfare. DCPFS have developed a Local Welfare Emergency Management Plan for the Onslow Sub District. *Appendix 4*

ABC 1188AM radio station in Onslow will issue advices within the Onslow Sub District

Table 9

FACILITY	RESPONSIBLE AGENCY	LOCATION
Onslow Multi-Purpose Centre	Shire of Ashburton	Cnr McGrath & Hooley Avenues
Onslow Primary School (Secondary Welfare Centre)	Dept. Education	Simpson Avenue

Onslow MPC Hooley Avenue Entrance



Onslow Primary School Simpson Street Entrance



3.9 Demographic Details

The following demographics are taken from the Australian Bureau of Statistics Census Data 2011. There is no breakdown of age groups of the Indigenous population in the Indigenous Communities of Bindi Bindi or Jundaru. It is assumed that these figures are included in the Indigenous population statistics for Onslow.

AGE GROUP	ONSLOW	
	MALE	FEMALE
75 & Over	-	9
65-74	28	16
55-64	63	37
35-44	66	37
25-34	49	55
15-24	19	24
5-14	48	56
0-4	23	23
TOTAL	350	312
TOTAL	662	

INDIGENOUS POPULATION

AGE GROUP	ONSLOW	
	MALE	FEMALE
65 & Over	3	9
55-64	9	10
45-54	17	12
35-44	11	13
25-34	8	14
15-24	9	11
5-14	19	22
0-4	6	7
TOTAL	82	98
TOTAL	180	

3.10 Evacuation Matrix

The purpose of a matrix is to outline the length of time and number of people, the facilities and resources in the local government area can facilitate.

Table 10

No. of People	DURATION				
	0 – 8 Hrs	8 Hrs – 1 Day	1 – 3 Days	3 – 7 Days	1 Week +
1 - 10	All Welfare Centres	All Welfare Centres	All Welfare Centres	Onslow MPC Only	Onslow MPC Only
10 – 100	All Welfare Centres	All Welfare Centres	Onslow MPC Only	Onslow MPC only	Onslow MPC Only
100 - 150	All Welfare Centres	All Welfare Centres	Onslow MPC Only	Onslow MPC Only	Evacuation
150+	Onslow MPC Only	Onslow MPC Only	Onslow MPC Onslow	Onslow MPC Only	Evacuation

The above evacuation matrix is a guide to the Controlling Agency and/or Local Emergency Coordinator during emergency operations. The Controlling Agency should be in a position to advise the Local Emergency Coordinator of the area and estimated duration of evacuations. The Emergency Coordinator should then establish and estimate the number of persons involved and by using the above matrix, determine the required level of Welfare Support.

Welfare support for evacuees can be obtained through local planning or the Department for Child Protection and Family Support arrangements. "Local" in the above indicates the Local Emergency Management Arrangements require activation. Where Region or State are indicated, Department for Child Protection and Family Support arrangements at Regional or State level may be activated.

The appropriate agency to arrange activation of Local or Department for Child Protection and Family Support Emergency Management Support Plans in the area should be the head of the Controlling Agency or the Local Emergency Coordinator by conferring with the appropriate Welfare Coordinator from that organisation.

Should a short term evacuation include persons who have been involved in or witnessed a traumatic event, trauma counselling can be arranged through the nearest Department for Child Protection and Family Support or other agencies.

PART 4 - RECOVERY

4.1 The Recovery Process

Recovery management is the coordinated process of supporting “emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial, and economic wellbeing”. (*Emergency Management Act 2005*)

Under the *Emergency Management Act 2005*, it is a function of local government to manage recovery following an emergency affecting the community in its district.

This part of the arrangements must be read in conjunction with other parts of the arrangements and *WESTPLAN Recovery* and *WESTPLAN Freight Subsidy Plan*. The Onslow LEMC maintains separate Local Recovery Arrangements and this part only summarises details of that plan. The Recovery Plan for the Onslow Sub District is provided at *Attachment 3*.

4.2 Aim of Recovery

The aim of recovery is to allow the community to return to normal social and economic activities, and to physically re-establish as soon as possible. At the same time actions should be taken to prevent the future occurrence of emergencies by noting opportunities that arise to make improvements within the community.

4.3 Local Recovery Coordinating Committee

Coordinates and supports local management of the recovery processes within the community subsequent to a major emergency in accordance with SEMC policies and the Local Recovery Arrangements.

As early as possible during an emergency, the Local Recovery Coordinating Committee conducts recovery operations to assist victims and restore local community services. Whilst local government authorities expect to retain responsibility for the wellbeing of local communities and take a major role in recovery operations they may require significant support, particularly with respect to the overall coordination of operations.

If recovery operations are necessary, the Local Emergency Coordinator is responsible for the formation of a Local Recovery Coordinating Committee. All appropriate combat agencies, functional groups and other agencies, should meet initially on a daily basis and possibly less frequently as Recovery operations precede. Membership should take into account all Recovery priorities.

4.4 Function of the Recovery Committee

The Local Recovery Coordinating Committee is responsible for:

- Appointment of key positions within the committee and, when established, the sub-committees (e.g. Local Recovery Coordinator, Media Liaison Officer, sub-group chairpersons, etc).
- Establish sub-committees as required.
- Assessing requirements for recovery activities relating to the Psychological, Social, Infrastructure, Physical, Health, Environmental, and Economic wellbeing of the community with the assistance of the responsible agencies where appropriate.
- Developing a strategic plan for the coordination of the recovery process for the event that:
 - Takes account of the local government long term planning and goals;
 - Includes an assessment of the recovery needs and determines which recovery functions are still required;
 - Develops a timetable and identifies responsibilities for completing the major functions;
 - Considers the needs of youth, the aged, the disabled, and culturally and linguistically diverse people;
 - Allows full community participation and access; and

○Allows for the monitoring of the progress of recovery.

- Facilitating the provision of services, public information, and information exchange and resource acquisition.
- Negotiating the most effective use of available resources including the support of State and Commonwealth agencies.
- Monitoring the progress of recovery, and receive periodic reports from recovery agencies.
- Ensuring a coordinated multi-agency approach to community recovery.
- Making appropriate recommendations, based on lessons learnt, to the LEMC to improve the community's recovery preparedness.

4.5 Recovery Committee Composition

The Local Recovery Coordinating Committee (LRCC) will preferably be chaired by the Emergency Management Coordinator or their nominee and have relevant community leaders as its members, including appropriate State Government Agency representatives. Where a LRCC is established, a core group of key stakeholders will be represented on the committee supported by other organisations seconded as required. The membership of the LRCC is dynamic and will change with the needs of the community at various stages during the recovery process.

Where a LRCC is established to manage the local recovery process, the following structure will be implemented as appropriate to the situation.

Executive:

Chairperson: Chief Executive Officer SoA or Nominated Delegate

Local Recovery Coordinator: Coordinator Emergency Management - SoA

Secretary: Shire of Ashburton

Core Membership:

Shire of Ashburton: Executive Manager of Infrastructure Services
Executive Manager of Corporate Services
Executive Manager of Development & Regulatory
Executive Manager of Community Development
Executive Manager of Strategic & Economic Development
Manager of Environmental Health & Ranger Services

Hazard Management Agency: Dependant on the event
Controlling Agency" Dependant on event
Dept. of Fire and Emergency Services: District Officer/Superintendent
Dept. of Health: Local Health Officer
Dept. for Child Protection and Family Support: District Officer
WA Police: LEC, OIC

Co-opted Members (as required):

Dept. of Agriculture & Food
Dept. of Defence
Dept. of Education
Dept. of Housing
Dept. of Human Services
Dept. of Parks and Wildlife
Community Groups (*cultural/social/church*)
Lifelines (Horizon Power, Water Corp, Telstra etc.)
Insurance representative (if available)
Onslow Chamber of Commerce and Industry
Main Roads WA
Regional Development Commission
St. Johns Ambulance

4.6 Priorities for Recovery

Resources available to conduct Recovery activities may be scarce, and will be allocated on a prioritised basis. The Recovery priorities of the Onslow LEMC are:

- Health and Safety of individuals and the community
- Social recovery
- Economic recovery
- Physical recovery
- Environmental recovery

4.7 Financial Management in Recovery

State emergency management arrangements in *State Emergency Management Committee (SEMC) Policy Statement No. 13* outline the responsibilities of funding during multi-agency emergencies.

Sound financial management is essential for maintaining the momentum of the recovery effort and promoting public and Federal/State Government confidence in the local recovery effort. The goal should be to facilitate an efficient return to economic and community normality through informed rather than ad hoc or reactionary decision-making.

Financial management in the recovery phase could include acquisition, distribution and accounting for funds.

It should ensure:

- Streamlining of financial processes.
- Cooperation between public and private sectors.
- Appropriate levels of financial response.

Acquisition covers all sources of recovery funding and financial assistance (income) relating to:

- Existing (reassigned/reprioritised) budgets.
- Savings and reserves.
- Insurance payments (LG).
- Federal Government financial assistance (received through recovery claim process).
- Grants.

Financial management during the recovery phase raises a number of challenges, including providing:

- An emergency financial strategy (a back-up financial plan, retaining rating capacity and provisions to divert funds).
- Capacity to revisit planning priorities.
- Use of reserves.
- Establishment of a relief trust fund.
- The Federal Government recovery claim process.
- Financial Management.

Part 5 – EXERCISING, REVIEWING AND TRAINING

5.1 The Aim of Exercising

Testing and exercising are essential to ensure that the emergency management arrangements are workable and effective for the LEMC. The testing and exercising is also important to ensure that individuals and organisations remain appropriately aware of what is required of them during an emergency response situation.

The exercising of a HMA's response to an incident is the responsibility of the HMA, however it could be incorporated into the LEMC exercise.

Exercising the emergency management arrangements will allow the LEMC to:

- Test the effectiveness of the local arrangements;
- Bring together members of emergency management agencies and give them knowledge of, and confidence in, their roles and responsibilities;
- Help educate the community about local arrangements and programs;
- Allow participating agencies an opportunity to test their operational procedures and skills in simulated emergency conditions; and
- Test the ability of separate agencies to work together on common tasks, and to assess effectiveness of co-ordination between them.

5.2 Frequency of Exercises

The *SEMC Policy No 2.5 – Emergency Management in Local Government (s45-47)*, and Policy 3.1 'Exercise Management' (s14) requires the LEMC to exercise their arrangements on an annual basis.

5.3 Types of Exercises

Some examples of exercises types include:

- Desktop
- Discussion
- Opening and closing procedures for evacuation centres or any facilities that might be operating in an emergency.
- Operating procedures of an Emergency Coordination Centre.
- Locating and activating resources on the Emergency Resources Register.

5.4 Reporting of Exercises

Each LEMC should report their exercise schedule to the relevant DEMC by the 1st May each year. The DEMC compiles the reports and send the dates to the Emergency Services Subcommittee to be included in the SEMC Annual Report (ref *TP-1 'Annex B'*).

Once the exercises have been completed they should be reported to the DEMC via the template found at 'Attachment C' of State EM Procedure *TP-1 'Exercise Management'*. (*SEMP 3.1 s.23*)

5.5 Review of Local Emergency Management Arrangements

The Local Emergency Management Arrangements (LEMA) shall be reviewed and amended in accordance with *SEMC Policy No 2.5 – Emergency Management in Local Government Districts* and replaced whenever the local government considers it appropriate (*s.42 of the EM Act*).

According to *SEMC Policy No 2.5 – Emergency Management in Local Government Districts*, the LEMA (including recovery plans) are to be reviewed and amended as follows:

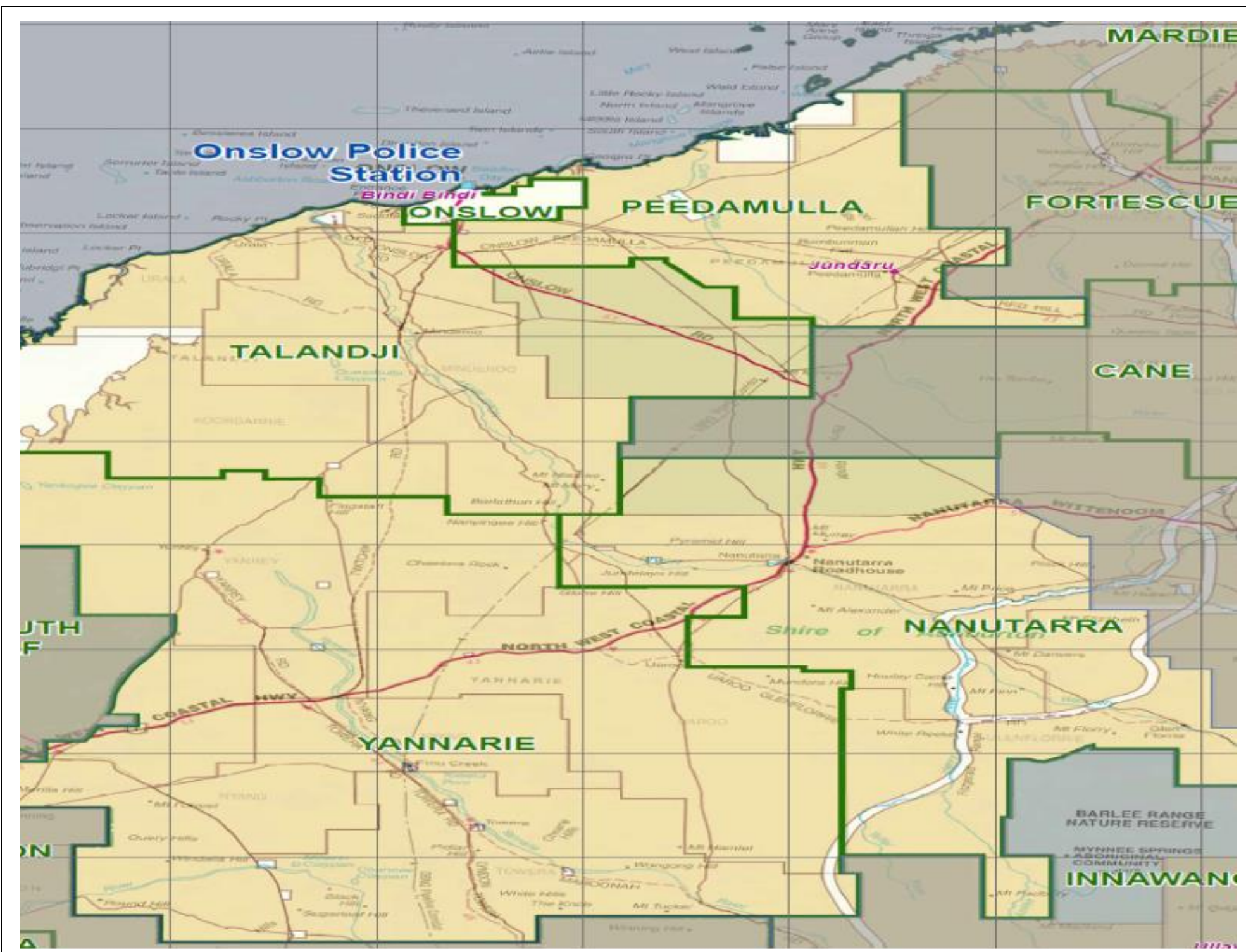
- Contact lists are reviewed and updated quarterly;
- A review is conducted after training that exercises the arrangements;
- An entire review is undertaken every five (5) years, as risks might vary due to climate, environment and population changes; and
- Circumstances may require more frequent reviews.

5.6 Training

The Onslow Local Emergency Management Committee in consultation with relevant stakeholders such as the Dept. of Fire and Emergency Services, SEMC Secretariat, WALGA or other training providers shall:

- Identify opportunities for members and invited stakeholders to participate in emergency management training.
- Research and source funding opportunities to facilitate training
- Endeavour as a minimum to have members trained in:
 - Introduction to Risk Management
 - Introduction to Recovery Management
 - Other courses deemed appropriate

As part of the Onslow Local Emergency Management Committee Business Plan each year, the training needs of its members will be identified and an appropriate training program developed.



Part 6 – REFERENCES

7.1 References

- *Emergency Management Act 2005* www.slp.wa.gov.au
 - *State Emergency Management Plans (WESTPLANS)* www.semc.wa.gov.au
 - *State Emergency Management Policies* www.semc.wa.gov.au
 - *National Emergency Risk Assessment Guidelines* www.semc.wa.gov.au
 - *WA Emergency Management Extranet* www.semc.wa.gov.au
 - *Western Australia Emergency Risk Management Guide* www.semc.wa.gov.au
- Australian & New Zealand Standards: Risk Management (AS/NZS 4360:2004), (AS/NZS ISO 31000:2009)

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ATTACHMENT LIST**Attachment 1:** Onslow LEMC Contacts List

LEMC Membership List

Support Groups















Agency / Stakeholders Contacts

Contractors Contacts

Attachment 2: Onslow LEMC Evacuation Plan**Attachment 3:** Onslow LEMC Recovery Plan**Attachment 4:** DCPFS Welfare Emergency Management Support Plan**Attachment 5:** Shire of Ashburton Bush Fire Management Plan**Attachment 6:** Onslow Airport Emergency Management Plan**Attachment 7:** Pilbara Pandemic Influenza Management Plan (Dept of Health)**Attachment 8:** Pilbara Health Emergency Management Support Plan (WACHS)**Attachment 9:** Onslow VES Local Tsunami Arrangements**Attachment 10:** Onslow VES Local Cyclone Plan**Attachment 11:** Critical Infrastructure**Attachment 12:** Onslow Road Crash Rescue Plan**Attachment 13:** Emergency Risk Management Assessment

Some of these Attachments have deliberately not been displayed / printed due to the requirements of regular updates.

A copy of an Attachment can be made available upon request to the Shire of Ashburton; however, they may exclude certain personal information.

Attachment 1: Onslow LEMC Contacts List	Available upon request
Attachment 2: Onslow Evacuation Plan	 Onslow LEMC Local Evacuation Plan.pdf
Attachment 3: Onslow Recovery Plan	 Onslow LEMC Local Recovery Arrangeme
Attachment 4: DCPFS Welfare Emergency Management Support Plan	 Local Welfare Plan Onslow.pdf
Attachment 5: Shire of Ashburton Bush Fire Management Plan	 BUSH FIRE MANAGEMENT PLAN I
Attachment 6: Onslow Airport Emergency Management Plan	 ONSLOW AERODROME MANUA
Attachment 7: Pilbara Disaster Hospital Response Team Sub Plan (Dept. of Health)	 WA Health - Disaster Hospital Response Te
Attachment 8: Pilbara Health Emergency Management Support Plan (WACHS)	 WACHS PILBARA 2012.pdf
Attachment 9: Onslow VES Local Tsunami Arrangements	 Local Tsunami plan Onslow draft May 20_
Attachment 10: Onslow VES local Cyclone Plan	
Attachment 11: Critical Infrastructure	 Onslow Critical Infrastructure.pdf
Attachment 12: Onslow 2014 Road Crash Plan	 Onslow 2014 Road Crash Plan.pdf
Attachment 13: Emergency Risk Management Assessment Draft Final SEMC Risk Tool ALARP Supporting Documentation	 Emergency Risk Management Assessn  Emergency Risk Management Assessn  Onslow Risk Assessment Tool.xlsm  Onslow RA Documentation.zip

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ONSLOW LOCAL EMERGENCY MANAGEMENT COMMITTEE



RISK ASSESSMENT

Onslow LEMC Emergency Risk Management Arrangements

Emergency Risk Management (ERM) is a systematic process that considers the likely effects of hazardous events, both manmade and natural, to the wellbeing of a community and its environment, and how the negative impacts can be minimised.

The ERM process forms the foundation of the local emergency management arrangements. The ERM process identifies the relevant risks/hazards facing the local community and assists in the preparation of the local emergency management arrangements. Emergency Risk Management is a process of identifying risks, analysing and evaluating risks and developing appropriate treatment activities to reduce or remove the risks.

Community and stakeholder consultation was carried out throughout the process to ensure that the risks and treatment strategies identified address their concerns and are not solely based on the perceptions of the Local Government. The process is described in the Australian/New Zealand Standard for Risk Management AS/NZS ISO 31000:2009.

A community's ability to cope with the impact of emergencies depends on the scale of the emergency, along with the HMA / Controlling Agency's ability to conform to prepared plans, arrangements and programs for:

- ❖ **Prevention** and mitigation – regulatory and physical measures to ensure that risks are minimised, emergencies are prevented, or their effects mitigated;
- ❖ **Preparedness** – measures to ensure that should an emergency occur, communities, resources and services are capable of coping with the effects and can be rapidly mobilised and deployed;
- ❖ **Response** – actions taken immediately prior to, during and immediately after an emergency impact to ensure that its effects are minimised; and
- ❖ **Recovery** – measures which support emergency-affected individuals and communities in the reconstruction of the physical infrastructure and restoration of emotional, economic, environmental and physical wellbeing.

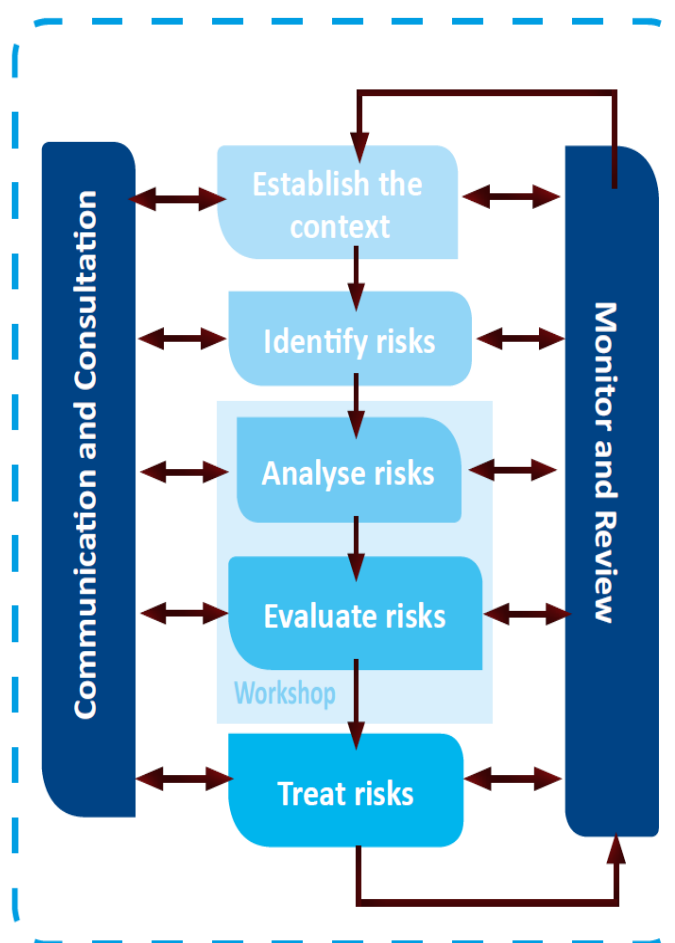


Figure 3: ERM Process (adapted from NEMC)

Risk Criteria

IMPACT AREA DEFINITIONS	
People	Describes the direct impacts of the emergency on the physical health of people/individuals and emergency services (i.e. health system) ability to manage Mortality is defined as the number of deaths: as a percentage of the population of the Onslow Sub-District
Environment	Relates to the impacts of the emergency and it's on the ecosystems in the Onslow Sub-District, including fauna and flora
Economy	Relates to the economic impact of the emergency on the governing body and industry sectors of the Onslow Sub-District;
Infrastructure	Describes the impacts of the emergency event on the infrastructure, lifelines, utilities and transport networks and its ability to service the Onslow Sub-District As a guideline Long Term Failure = repairs will take longer than 6 months Mid Term Failure = repairs will take 1-3 months Short Term Failure = repairs can be conducted in less than a week
Social Setting	Relates to the impact of the emergency on society and its social fabric, including cultural heritage and resilience of the community
Public Administration	Relates to the impacts of the emergency on the governing body's ability to govern

Risk Evaluation Criteria

- ❖ Any reasonably preventable loss of life is unacceptable.
- ❖ Any harm to the social setting of the community in preventable situations is unacceptable.
- ❖ Any reasonably preventable long term economic loss to the business community is unacceptable.
- ❖ Any reasonably preventable harm to the environment is unacceptable.
- ❖ Any reasonably preventable damage to infrastructure/assets within the community is unacceptable.

This table shows the prescribed hazards the Onslow Sub District is exposed to as identified in the *Emergency Services Act 2005* and *Emergency Regulations 2006*

Natural Hazards	<ul style="list-style-type: none"> • Cyclone • Flood • Earthquake • Tsunami 	<ul style="list-style-type: none"> • Heatwave • Storm • Bushfire
Man Made Hazards	<ul style="list-style-type: none"> • Road Crash • Air Crash • HAZMAT: Chemical • HAZMAT: Biological • HAZMAT: Radiological • Land Search & Rescue • Marine Search & Rescue • Radiation: Nuclear Powered Warships 	<ul style="list-style-type: none"> • Terrorism • Marine Transport Emergency • Marine Oil Pollution • Electricity Supply Disruption • Liquid Fuel Supply Disruption • Space Debris Re-entry
Integrated Hazards	<ul style="list-style-type: none"> • Collapse • Human Epidemic • Animal and Plant Biosecurity 	<ul style="list-style-type: none"> • Bulk Water Storage Facility Failure (local)

Risk Identification Matrix

SOURCES OF RISK	People	Social Settings	Economy	Environment	Infrastructure	Public Administration
Air Transport Emergency	Yes	No	Yes	Yes	Yes	No
Animal and Plant Bio-security	No	Yes	Yes	Yes	No	No
Bulk Water Storage Facility	No	No	No	No	Yes	No
Collapse	Yes	Yes	Yes	No	Yes	No
Cyclone	Yes	Yes	Yes	Yes	Yes	Yes
Earthquake	Yes	Yes	Yes	Yes	Yes	Yes
Electrical Supply Interruption	Yes	Yes	Yes	No	Yes	No
Fire (wildfire)	Yes	No	Yes	Yes	Yes	Yes
Fire (urban)	Yes	Yes	Yes	Yes	Yes	Yes
Flood	Yes	Yes	Yes	Yes	Yes	Yes
HAZMAT	Yes	Yes	Yes	Yes	No	No
Heatwave	Yes	Yes	No	No	No	No
Human Epidemic	Yes	Yes	Yes	No	No	Yes
Land Search	Yes	Yes	No	No	No	No
Liquid Fuel Supply Disruption	No	Yes	Yes	No	No	No
Marine Oil Pollution	No	Yes	Yes	Yes	No	No
Marine Search and Rescue	Yes	Yes	No	No	No	No
Marine Transport Emergency	No	No	Yes	Yes	Yes	No
Nuclear Powered Warships: Radiation	No	No	No	Yes	No	No
Road Transport Emergency	Yes	Yes	Yes	Yes	Yes	No
Space Debris Re-entry	No	No	No	No	No	No
Storm	Yes	No	No	Yes	Yes	No
Terrorist Act	Yes	Yes	Yes	Yes	Yes	Yes
Tsunami	Yes	Yes	Yes	Yes	Yes	Yes

Qualitative Measures of Consequence

Consequence Level Table	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
People					
<i>Mortality (study area)</i>	Near misses / minor injuries	Isolated serious injury	Mortality >0.0001%	Mortality >0.001%	Mortality >0.01%
<i>Health System</i>	No impact	No impact	Maximum capacity	Overstressed	Unable to cope
<i>Displacement</i>	No displacement	No displacement	Isolated displacement (<24hrs)	Large numbers displaced (>24hrs)	Unable to cope
Social Setting					
<i>Community services</i>	Inconsequential/short term impacts	Isolated/temporary reduction	Ongoing reductions	Reduced quality of life	Community unable to support itself
<i>Cultural / Religious Objects</i>	No damage	Repairable damage	Significant damage	Significant loss	Widespread loss
<i>Mental Health</i>	No impacts	Impacts within the capacity of the community	Impacts beyond the capacity of sectors of the community	Impacts beyond the capacity of large sectors of the community	Impacts beyond the capacity of all sectors of the community
Economy					
<i>Gross Area Product</i>	Decline in economic activity and/or loss of asset value less than 0.004% of gross product produced by area of interest	Decline in economic activity and/or loss of asset value greater than 0.004% of gross product produced by area of interest	Decline in economic activity and/or loss of asset value greater than 0.04% of gross product produced by area of interest	Decline in economic activity and/or loss of asset value greater than 0.4% of gross product produced by area of interest	Decline in economic activity and/or loss of asset value greater than 4% of gross product produced by area of interest
<i>Industry Impact</i>	Inconsequential business sector disruption due to emergency event	Significant industry or business sector impacted, resulting in short term (less than one year) profit reductions directly attributable to the event	Significant industry or business sector significantly impacted, resulting in medium term (more than one year) profit reductions directly attributable to the event	Significant structural adjustment required by identified industry in order to respond and recover from emergency event	Failure of a significant industry or sector in area of interest as a direct result of emergency event
Environment					
<i>Species, landscapes and environmental damage</i>	Near miss – no environmental impacts	Isolated environmental damage - one off recovery effort	Isolated, significant impairment or loss of ecosystem functions, intensive recovery efforts required	Severe impairment or loss of ecosystem functions. Progressive environmental damage	Widespread severe impairment or loss of ecosystem functions. Irrecoverable environmental damage
Infrastructure					
<i>Component failure</i>	No damage, short term reduction of services	Isolated short to medium term reduction of services	Mid-term infrastructure failure affecting limited sectors of the community	Mid-long term infrastructure failure affecting large parts of the community	Long term failure of infrastructure affecting all parts of the community
<i>Service delivery</i>	No impact	Localised impacts	Widespread impacts	External support required	Large scale external support required
Public Administration					
<i>Government management</i>	No Impact	Some disturbance, emergency regime imposed	Limited function, considerable diversion from policy	Limited to critical functions, significant diversion from policy	Unable to cope, disordered administration
<i>Public unrest</i>	No Impact	Some disturbances	Widespread protest	Loss of confidence	Public unrest
<i>Media Coverage</i>	No Impact	Coverage within the jurisdiction	Coverage within the jurisdiction	Coverage beyond the jurisdiction	Coverage beyond the jurisdiction

Qualitative Measures of Likelihood

Likelihood is defined as “the chance of something happening” (AS/NZS ISO 31000:2009). The descriptors for likelihood levels (e.g. ‘likely’, ‘rare’ etc.) are used in the context of emergency risk assessment and are not intended to be equivalent to the everyday language use of these terms, which may consider probabilities of these terms to be higher than described in below.

There are two parts to consider when thinking about the likelihood of a risk:

- The likelihood of the emergency event (e.g. flood) occurring; and
- The likelihood of the risk statement occurring (e.g. people being displaced).

Rating	Likelihood Level	Frequency	Average Recurrence Interval	Annual Exceedance Probability
(7)	Almost Certain	Once or more per year.	Less than 3 years	Greater than 0.3 per year
(6)	Likely	Once per ten years	3 – 30 years	0.031 – 0.3 per year
(5)	Possible	Once per hundred years	31 – 300 Years	0.0031 – 0.03 per year
(4)	Unlikely	Once per thousand years	301 – 3,000 years	0.00031 – 0.003 per year
(3)	Rare	Once per ten thousand years	3,001 – 30,000 years	0.000031 – 0.0003 per year
(2)	Very Rare	Once per hundred thousand years	30,001 – 300,000 years	0.0000031 – 0.00003 per year
(1)	Almost Incredible	Less than once per million years	300,000+ years	< 0.0000031 per year

Qualitative Risk Analysis Matrix – Level of Risk

Likelihood Level	Consequence Level				
	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Almost Certain (7)	Medium	Medium	High	Extreme	Extreme
Likely (6)	Low	Medium	High	High	Extreme
Possible (5)	Low	Low	Medium	High	High
Unlikely (4)	Low	Low	Medium	Medium	High
Rare (3)	Low	Low	Low	Medium	Medium
Very Rare (2)	Low	Low	Low	Low	Medium
Almost Incredible (1)	Low	Low	Low	Low	Low

Identified Hazards

ONSLow SUB DISTRICT RISK ASSESSMENT

IDENTIFIED HAZARD	TEAM RISK RATING	LIKELIHOOD (1 – 7)	CONSEQUENCE (1 – 5)	LEVEL OF RISK (LIKELIHOOD x CONSEQUENCE)
Air Transport Emergency	6	4	4	16 - Medium
Animal and Plant Bio-security	24	4	2	8 - Low
Bulk Water Storage Failure	19	3	3	9 - Low
Collapse	18	3	3	9 - Low
Cyclone	3	6	3 - Moderate	18 - High
Severe tropical Cyclone Cat 3>	2	5	4 - Major	20 - High
Earthquake	15	5	2	10 - Low
Electrical Supply Disruption	12	5	2	12 - Medium
Fire (Wildfire)	7	6	3	18 - High
Fire (urban)	4	6	3	18 - High
Flood	5	6 – Likely	2 - Minor	12 - Medium
Hazardous Materials Emergencies	15	5	2	10 - Low
Heatwave	8	7	2	14 - Medium
Human Epidemic	14	4	3	12 - Medium
Land Search	11	6	2	12 Medium
Liquid Fuel Supply Disruption	21	4	2	8 - Low
Marine Oil Pollution	17	5	2	10 - Low
Marine Search and Rescue	10	6	2	12 - Medium
Marine Transport Emergency	22	4	4	8 - Low
Nuclear Powered Warships: Radiation	20	3	3	9 - Low
Road Transport Emergency	1	7 – Almost Certain	3 - Moderate	21 - High
Space Debris Re-entry	25	2	2	4 - Low
Storm	10	6	2	12 - Medium
Terrorist Act	14	4	3	12 - Medium
Tsunami	23	5	3	15 - Medium

This matrix was developed in the initial stages of the risk assessment, identifying risks to the Onslow Sub-District as identified by stakeholders and members of the Onslow LEMC & Community Members. Likelihood and Consequence was based on anecdotal evidence gathered from HMA's and local knowledge from community members.

The following hazards were rated by members of the Onslow LEMC and Risk Statements have been written for all *Medium*, *High* and *Extreme* risk ratings.

Air Transport emergency	Cyclone	Severe tropical Cyclone Cat 3>	Electrical Supply Disruption
Fire (wildfire)	Fire (urban)	Flood	Heatwave
Human Epidemic	Land Search	Marine Search and Rescue	Road Transport Emergency
Tsunami	Terrorist Act	Storm	

The following hazards were rated as *Low* risk and were not assessed and as such show no residual risk and no Risk Statements have been written:

Animal and Plant Bio-security	Bulk Water Storage Facility	Collapse	Earthquake
HAZMAT	Liquid Fuel Supply Disruption	Marine Transport Emergency	Marine Oil Pollution
Nuclear Powered Warships: Radiation	Space Debris Re-entry		

Even though the Low risk hazards had no Risk Statements written, all identified hazards have had Treatment Options put in place for each source of risk and the responsibilities for implementation of those treatments. This allows the Onslow LEMC to be aware of their responsibilities for Low risk event

Risk Treatment Schedule (PPRR)

Source of Risk	Treatment Option	Responsibility for Implementation
Air Transport EM	Ensure Airport Emergency Procedures Plan in place & current. Support AIMS across all agencies, including inter- agency training. HMA plans in place & current Recovery Plan in place & current Welfare Plan in place & current Volunteer Fire Fighter Training Support emergency services.	SoA Airport Operations LEMC. WAPOL. SoA. DCPFS. DFES SoA
Animal and Plant Bio-security	HMA Plan in place & current Ensure resource register & contacts list is current. Recovery Plan in place & current Evacuation Plan in place & current. Welfare Plan in place & current	Dept. of Agriculture and Food. LEMC. SoA. SoA DCPFS.
Collapse	HMA Plan in place & current SOP's Support AIMS across all agencies, including inter- agency training. Support emergency services. Recovery Plan in place & current Evacuation Plan in place & current Welfare Plan in place & current Bridge Collapse	DFES. DFES LEMC. SoA SoA SoA. DCPFS. MRWA
Cyclone & Severe Tropical Cyclone Cat 3>	HMA Plan in place & current Local Plan & SOP's Community Alerts & Warnings Support AIMS across all agencies Building & Planning codes enforced LEMC support public awareness campaign. School Education Support emergency services. Contact with all key stakeholders & lifelines. Recovery Plan in place & current Evacuation Plan in place & current Welfare Plan in place & current Maintain contact with lifeline agencies	DFES. Onslow VES / DFES DFES / BoM LEMC SoA LEMC & DFES. Onslow VES / DFES SoA. LEMC. SoA SoA DCPFS. LEC (WAPOL)

Source of Risk	Treatment Option	Responsibility for Implementation
Bulk Water Storage Facility	HMA Plan in place & current Regular Maintenance & inspections LEMC support public awareness campaign. Support emergency services. Contact with all key stakeholders & lifelines. Recovery Plan in place & up to date. Evacuation Plan in place & current Welfare Plan in place & current	Water Corp Water Corp LEMC & DFES. SoA LEMC. SoA SoA. DCPFS.
Earthquake	HMA Plan in place & current Planning & Building codes enforced. Ensure resource register & contacts list is current Recovery Plan in place & current Evacuation Plan in place & current Welfare Plan in place & current Support emergency services.	DFES. SoA. LEMC. SoA SoA. DCPFS. SoA
Electrical Supply Interruption	HMA Plan in place & current Maintain agency/industry cooperation. LEMC support public awareness campaign. Support emergency services. Ensure resource register & contacts list is current Industry Power Self Sufficient Power Supplies	Coordinator of Energy (Public Utilities Office). LEMC. LEMC. SoA SoA Industry
Fire (wildfire & urban)	Ensure relevant HMA plan in place & current Support SoA Bushfire Management Plan. Instigate fire prevention strategies. Support public awareness campaign. Pilbara District Fire Management Plan. Support AIMS across all agencies, including inter-agency training. Management Support Training of Volunteers Recovery Plan in place & current	DFES. LEMC & SoA SoA, DFES, DPaW LEMC, SoA, DFES, DPaW DFES, DPaW SoA LEMC. DFES DFES
Flood	HMA Plan in place & current Ensure resource register & contacts list is current Recovery Plan in place & current. Evacuation Plan in place & current	DFES. LEMC. SoA SoA

	Welfare Plan in place & current	DCPFS.
Source of Risk	Treatment Option	Responsibility for Implementation
Hazard Materials Incident	Ensure HMA Plan in place & current SOP's Volunteer Training Maintain agency/industry cooperation. Ensure storage/handling/transportation procedures are adhered to. Ensure resource register & contacts is current. Welfare Plan in place & current	DFES. DFES DFES LEMC. Dept. of Mines and Petroleum. LEMC & LEC. DCPFS.
Heatwave	Ensure HMA Plan in place & current LEMC support public awareness campaign. Contact with all key stakeholders & lifelines. Recovery Plan in place & current Welfare Plan in place & current Maintain the integrity of the power network. Support emergency services.	Dept. of Health LEMC. LEMC. SoA DCPFS. Horizon Power. SoA
Human Epidemic	HMA Plan in place & current Community to be kept well informed of any potential epidemic. Ensure "Food Safe" program is supported. Ensure appropriate agencies have training in identification, handling, etc. of any epidemic. Maintain agency/industry cooperation.	Dept. of Health Dept. of Health & local media outlets. SoA Dept. of Health & SoA LEMC.
Land Search	HMA plans in place & current Ensure Land Search Procedures in place & current Volunteer Training Support AIMS across all agencies, including inter- agency training. Recovery Plan in place & current Ensure contacts list is current	WAPOL. Relevant HMA & Combat Agencies. DFES LEMC. SoA LEMC
Liquid Fuel Supply Disruption	HMA Plan in place & current Industry specific plans Maintain agency/industry cooperation. Ensure resource register & contacts list is current	Coordinator of Energy(Public Utilities Office) Industry LEMC. SoA
Marine Oil Pollution	HMA plans in place & current Ensure resource register & contacts list is current Maintain agency/industry cooperation.	Dept. of Transport. LEMC. LEMC.

	Recovery Plan in place & current	SoA
Source of Risk	Treatment Option	Responsibility for Implementation
Marine Search and Rescue	HMA plans in place & current Local MARSAR Plan in place & current Support AIIMS across all agencies, including inter- agency training. Public Education.	WAPOL. WAPOL & VMRS. LEMC. Dept. of Transport.
Marine Transport Emergency	Ensure Water Emergency Procedures Plan in place & current HMA plans in place & current. Support AIIMS across all agencies, including inter- agency training. Recovery Plan in place & current	Pilbara Ports Authority. Relevant HMA's. LEMC. SoA
Nuclear Powered Warships: Radiation <i>RESTRICTED CIRCULATION.</i>	HMA Plan in place & current Support emergency services. Contact with all key stakeholders & lifelines. Recovery Plan in place & current. Evacuation Plan in place & current Welfare Plan in place & current	WAPOL. SoA LEMC. SoA SoA DCPFS.
Road Transport Emergency	HMA plans in place & current Ensure Road Emergency Procedures Plan in place & up to date. Support AIIMS across all agencies, including inter- agency training. Support emergency services. Volunteer Training Recovery Plan in place & current	WAPOL. MRWA. LEMC. SoA DFES SoA
Space Debris Re-entry	HMA Plan in place & current. Support emergency services. Contact with all key stakeholders & lifelines. Recovery Plan in place & current Evacuation Plan in place & current Welfare Plan in place & current	WAPOL. SoA LEMC. SoA SoA DCPFS.
Storm	HMA plans in place & current Support emergency services. Volunteer Training Support AIIMS across agencies Contact with all key stakeholders & lifelines. Recovery Plan in place & current Evacuation Plan in place & current.	DFES. SoA DFES LEMC LEMC. SoA SoA

	Welfare Plan in place & current.	DCPFS.
Source of Risk	Treatment Option	Responsibility for Implementation
Terrorist Act <i>RESTRICTED CIRCULATION.</i>	HMA Plan in place & current Support emergency services. Contact with all key stakeholders & lifelines. Recovery Plan in place & current Evacuation Plan in place & current Welfare Plan in place & current.	WAPOL. SoA. LEMC. SoA SoA DCPFS
Tsunami	HMA Plan in place & current Local Plan in place & current Building & Planning codes enforced LEMC support public awareness campaign. Support AIMS across agencies Support emergency services. Contact with all key stakeholders & lifelines. Recovery Plan in place & current Evacuation Plan in place & current Welfare Plan in place & current.	DFES. Onslow VES / DFES SoA LEMC & DFES. LEMC SoA. LEMC. SoA. SoA DCPFS.

Risk Statement Register & Residual Risk

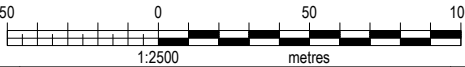
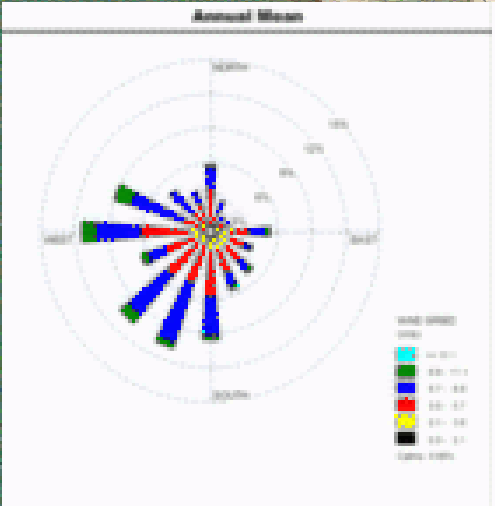
Risk Statement Register – May 2015	Likelihood Rating	Consequence Rating	Level of Risk
Risk Statements – Air Crash			
There is a risk that an air crash emergency could result in injuries or fatalities to people in the Onslow Sub District	Unlikely	Moderate	Medium
There is a risk that an air crash emergency could result in a negative impact on the local economy by disrupting flights.	Possible	Insignificant	Low
There is a risk that an air crash emergency could result in damage to the natural environment.	Possible	Minor	Low
There is a risk that an air crash emergency could result in damage to infrastructure in the local community.	Possible	Minor	Low
Risk Statements – Cyclone <Cat 3			
There is a risk that a cyclone could result in injuries or fatalities to people in the Onslow Sub District.	Likely	Minor	Medium
There is potential for a cyclone to impact the coast within the Onslow Sub District and have an effect on the Social Setting	Likely	Minor	Medium
There is a risk that a cyclone could result in a negative impact on the local economy with disruption to business.	Likely	Insignificant	Low
There is a risk that a cyclone could result in damage to the natural environment.	Almost Certain	Minor	Medium
There is a risk that a cyclone could result in damage to infrastructure in the Onslow Sub District .	Unlikely	Minor	Low
There is a risk that a cyclone could cause political damage from a poor response by appropriate agencies	Unlikely	Insignificant	Low
Risk Statements – Severe Tropical Cyclone Cat 3>			
There is a risk that a severe tropical cyclone could result in injuries or fatalities to the people in the Onslow Sub District	Possible	Major	High
There is a risk that a severe tropical cyclone could result in a negative impact on the local economy with disruption to business and industry within the Onslow Sub District.	Possible	Major	High
There is a risk that a severe tropical cyclone could result in a negative effect on the social setting within and industry within the Onslow Sub District.	Possible	Moderate	Medium
There is a risk that a severe tropical cyclone could result in damage to the environment within the Onslow Sub District.	Likely	Moderate	High
There is a risk that a severe tropical cyclone could result in damage to the infrastructure within the Onslow Sub District.	Possible	Major	High
There is a risk that a severe tropical cyclone could cause political damage from a poor response by appropriate agencies	Possible	Major	High

Risk Statement Register	Likelihood Rating	Consequence Rating	Level of Risk
Risk Statements – <i>Electrical Supply Interruption</i>			
There is a risk that an Electrical Supply Interruption could result in injuries or fatalities to people in the local community.	Rare	Minor	Low
There is a risk that an Electrical Supply Interruption could result in a negative impact on the local economy with disruption to business.	Unlikely	Minor	Low
There is a risk that an Electrical Supply Interruption could result in damage to infrastructure in the local community.	Unlikely	Minor	Low
Risk Statements – <i>Fire (wildfire)</i>			
There is a risk that a wild fire could result in injuries or fatalities to people in the local community, pastoralists or emergency service personnel.	Possible	Minor	Low
There is a risk that a wildfire could cause damage to cultural areas of significance	Likely	Minor	Medium
There is a risk that a wildfire could result in a negative impact on the local economy by disrupting business e.g. loss of stock on pastoral stations or loss of feed for stock.	Possible	Minor	Low
There is a risk that a wildfire could result in damage to the natural environment e.g. damage to habitats of native fauna.	Almost Certain	Minor	Medium
There is a risk that a wildfire could result in damage to local infrastructure	Possible	Minor	Low
There is a risk that a wildfire could cause political damage from a poor response by appropriate agencies.	Unlikely	Minor	Low
Risk Statements – <i>Fire (urban)</i>			
There is a risk that an urban fire could result in injuries or fatalities to people in the local community, pastoralists or emergency service personnel.	Possible	Minor	Low
There is a risk that an urban fire could result in a negative impact on the local economy by disrupting local business	Possible	Minor	Low
There is a risk that an urban fire could result in damage to the natural environment	Likely	Minor	Medium
There is a risk that an urban fire could result in damage to local infrastructure	Likely	Minor	Medium
Risk Statements – <i>Flood</i>			
There is a risk that a flood could result in injuries or fatalities to people in the local community.	Unlikely	Moderate	Medium
There is a risk that a flood could damage the social networks and cultural well-being of residents and businesses of the area.	Possible	Minor	Low
There is a risk that a flood could result in a negative impact on the local economy by disrupting business.	Possible	Minor	Low
There is a risk that a flood could result in damage to the natural environment.	Possible	Minor	Low
There is a risk that a flood could result in damage to local infrastructure.	Possible	Moderate	Medium
There is a risk that a flood could cause political damage from a poor response by appropriate agencies	Unlikely	Minor	low

Risk Statement Register	Likelihood Rating	Consequence Rating	Level of Risk
Risk Statements – Heatwave			
There is a risk that a heatwave could result in injuries or fatalities to people in the local community.	Almost Certain	Minor	Medium
There is a risk that a heatwave could have an effect on the social setting of the community	Possible	Insignificant	Low
Risk Statements – Human Epidemic			
There is a risk that a human epidemic could result in injuries or fatalities of those people involved including health and emergency service personnel.	Possible	Minor	Low
There is a risk that a human epidemic could damage the social networks and cultural well-being of residents of the area.	Possible	Minor	Low
There is a risk that a human epidemic could result in a negative impact on the local economy by disrupting business.	Possible	Minor	Low
There is a risk that a human epidemic could cause political damage from a poor response by the appropriate agencies	unlikely	Minor	Low
Risk Statements – Land Search & Rescue			
There is a risk that a land search and rescue event could result in injuries or fatalities of those people involved including emergency service personnel.	Possible	Minor	Low
There is a risk that a land search and rescue event could affect the mental wellbeing of those involved	Possible	Minor	Low
Risk Statements – Marine Search & Rescue			
There is a risk that a marine search and rescue event could result in injuries or fatalities of those people involved including emergency service personnel.	Possible	Moderate	Medium
There is a risk that a marine search and rescue event could affect the mental wellbeing of those involved	Possible	Minor	Low
Risk Statements – Road Transport Emergency			
There is a risk that a road transport emergency incident could result in injuries or fatalities of those people involved including emergency service personnel.	Almost Certain	Moderate	High
There is a risk that a road transport emergency incident could affect the mental health of those involved	Possible	Minor	Low
There is a risk that a road transport emergency incident could result in a negative impact on the local economy by disrupting business	Possible	Minor	Low
Risk Statements - Storm			
There is a risk that a storm event could result in injuries or fatalities to people in the Onslow Sub District	Possible	Minor	Low
There is a risk that a storm event could cause damage to the natural environment in the Onslow Sub District	Possible	Minor	Low
There is a risk that a storm event could cause damage to infrastructure in the Onslow Sub District	Possible	Minor	Low

Risk Statement Register	Likelihood Rating	Consequence Rating	Level of Risk
Risk Statements - <i>Terrorist</i>			
There is a risk that terrorist event could result in injuries or fatalities to people within the Onslow Sub District	Rare	Moderate	Low
There is a risk that a terrorist event could affect the social setting of the Onslow Sub District	Rare	Minor	Low
There is a risk that a terrorist event could result in a negative impact on the local economy with disruption to business and or industry in the Onslow Sub District	Rare	Minor	Low
There is a risk that a terrorist event could result in damage to the natural environment.	Rare	Minor	Low
There is a risk that a terrorist event could result in damage to infrastructure in the Onslow Sub District.	Rare	Moderate	Low
There is a risk that a terrorist event could cause political damage from a poor response by appropriate agencies	Unlikely	Minor	Low
Risk Statements - <i>Tsunami</i>			
There is a risk that a tsunami could result in injuries or fatalities to people in the local community.	Unlikely	Major	Medium
There is a risk that a tsunami could affect the social setting of the local community	Possible	Moderate	Medium
There is a risk that a tsunami could result in a negative impact on the local economy with disruption to business.	Possible	Moderate	Medium
There is a risk that a tsunami could result in damage to the natural environment.	Possible	Major	High
There is a risk that a tsunami could result in damage to infrastructure in the local community.	Possible	Moderate	Medium
There is a risk that a tsunami could cause political damage from a poor response by appropriate agencies	Unlikely	Moderate	Medium





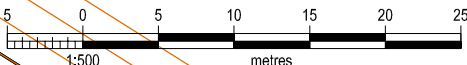
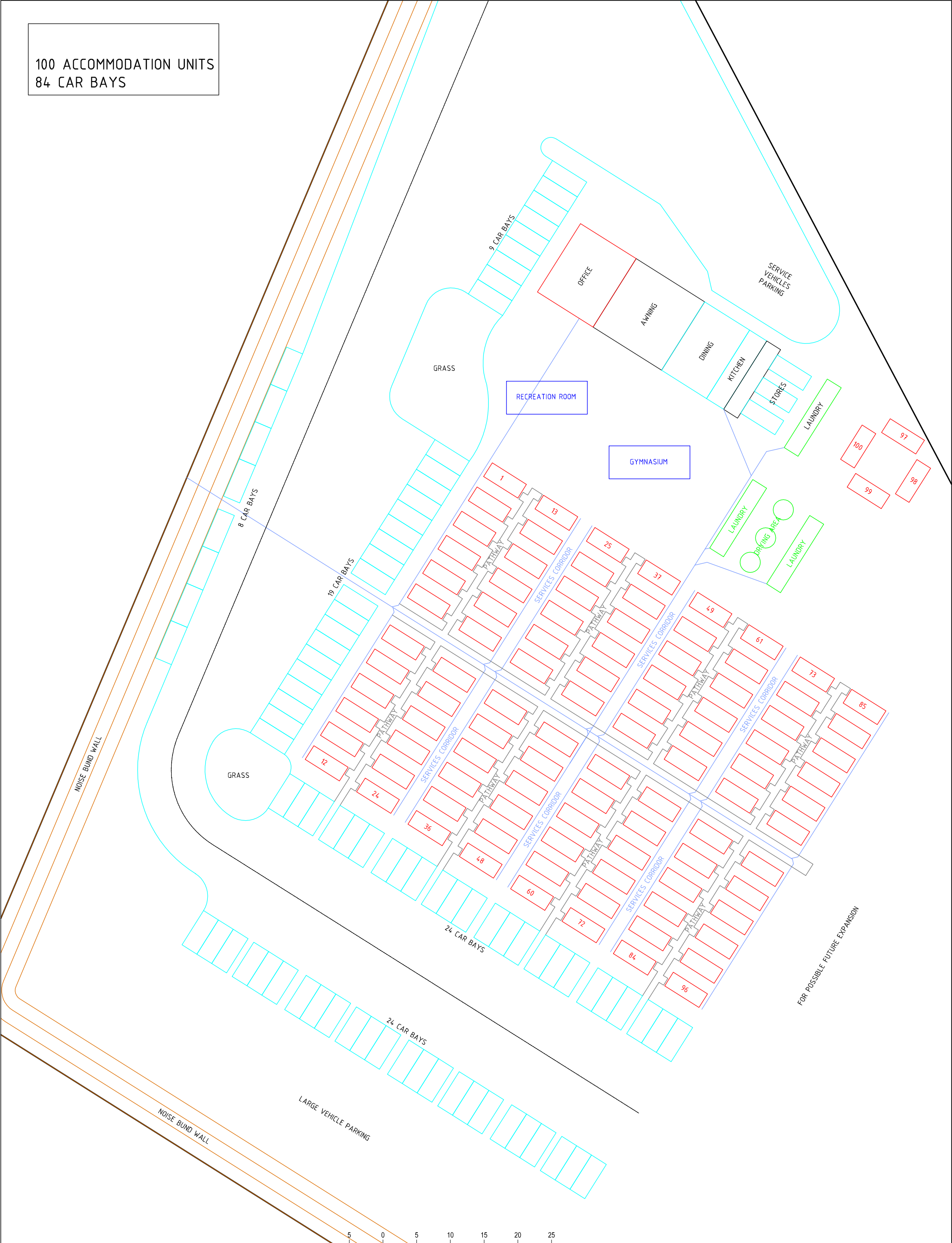
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SURVEY DATE:	Dec 2010	DATA FILE:	onslow airport lidar&ground survey bio94.acs
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**whelans**

133 Scarborough Beach Road, Mount Hawthorn WA 6016
PO Box 99, MOUNT HAWTHORN WA 6915
T: 08 9443 1511 F: 08 9444 3901
E: whelans@whelans.com.au W: www.whelans.com.au

PROPOSED CONSTRUCTION CAMP ACCOMMODATION SITE ONSLOW AIRPORT © This plan must not be reproduced without the permission of WHELANs		REV 0 PLAN 14287 - XX
CLIENT: SHIRE OF ASHBURTON	ORIGINAL SIZE: A3	SHEET 1 OF 3

100 ACCOMMODATION UNITS
84 CAR BAYS



SCALE:	1:500	DATE DRAWN:	18/10/2011
V DATUM:	AHD	DRAWN BY:	DIW
H DATUM:	BIO94	CHECKED BY:	SJ
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SURVEYOR:	LiDAR	Image:	1886_bio94.ecw
JOB No:	14287-04		
FILE:	S:\Projects\14\14287\survey\item-04 ...101112 airport proposed camp.dwg		

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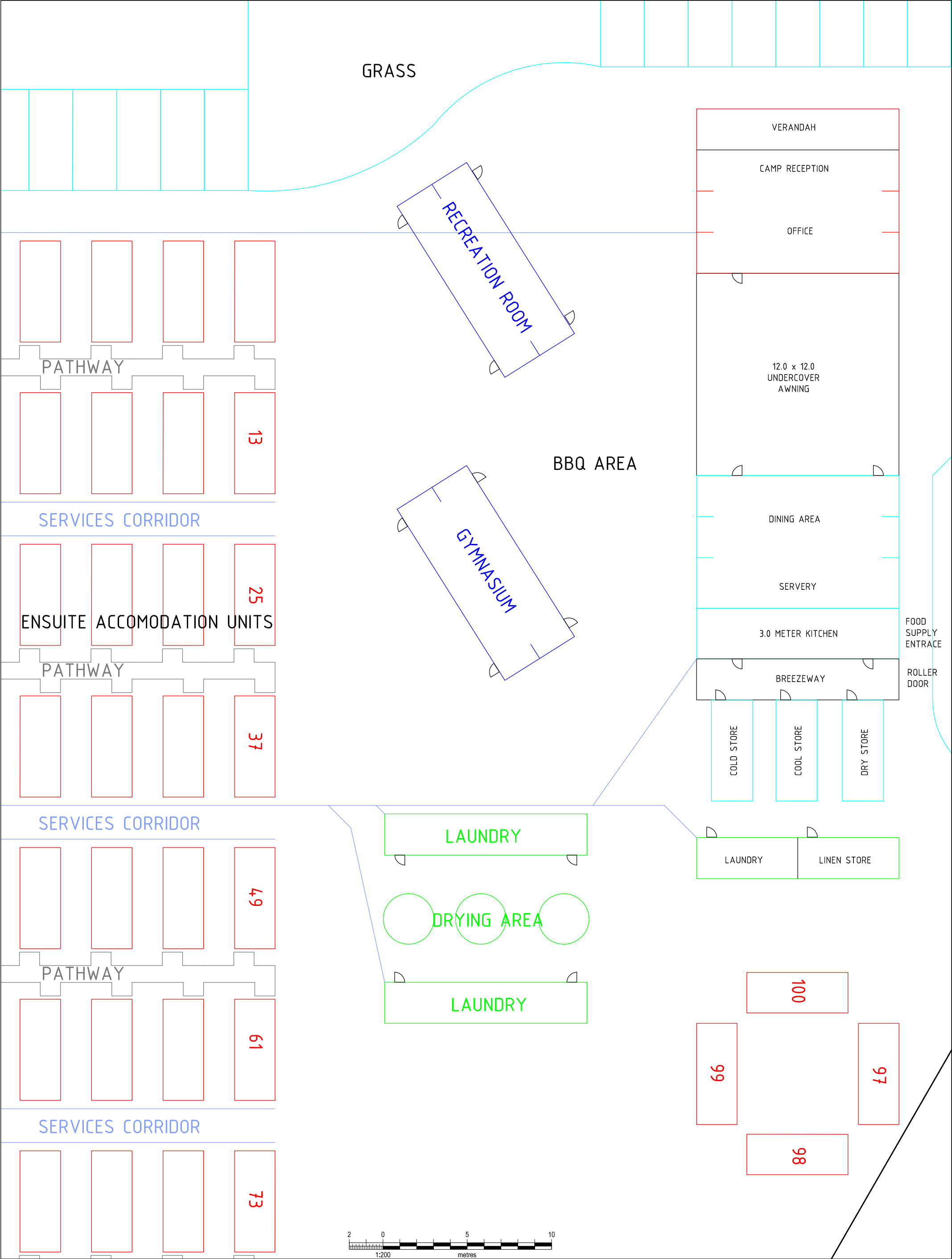
PROPOSED CONSTRUCTION CAMP
ACCOMMODATION SITE
ONSLow AIRPORT

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14287 - XX

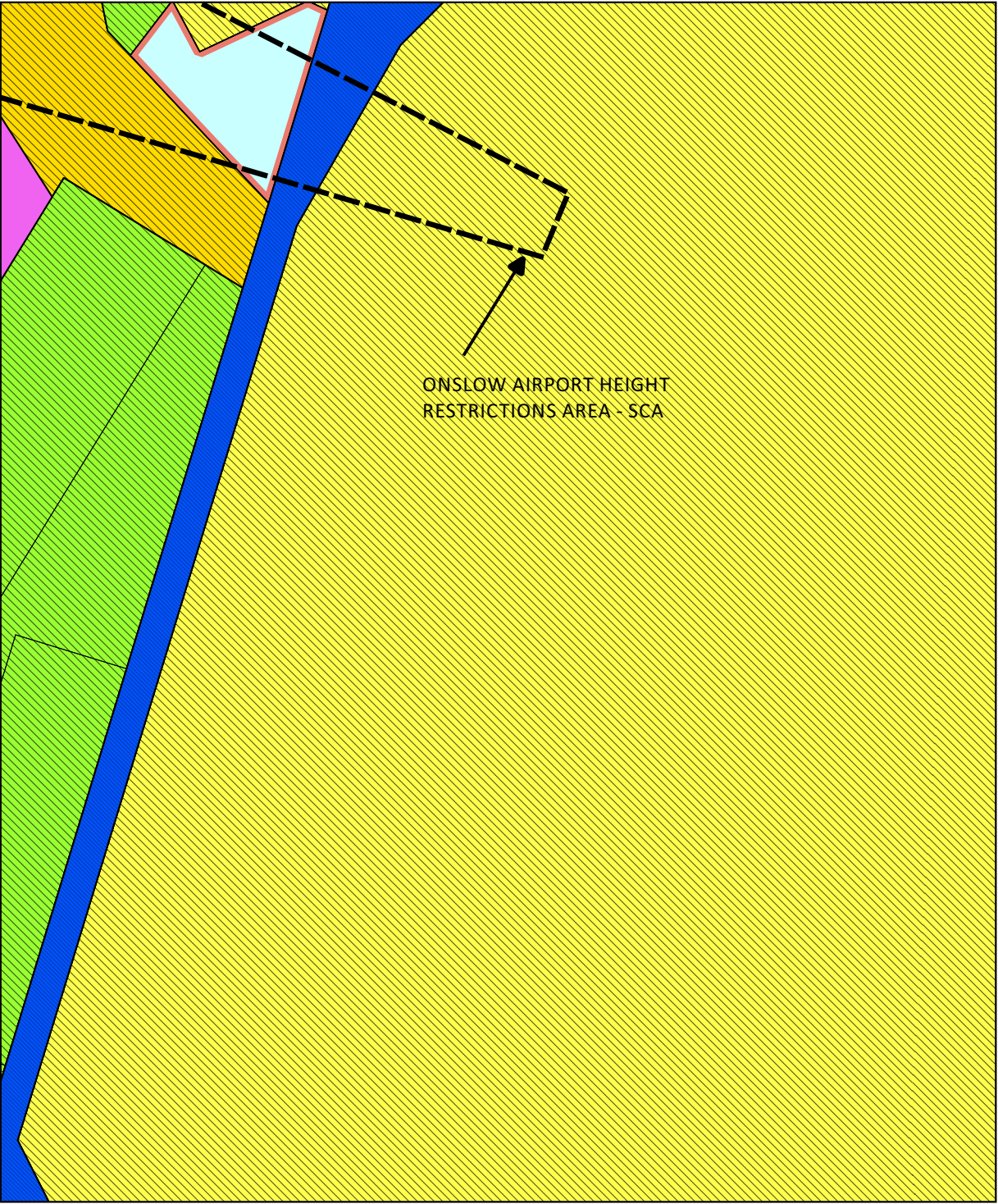


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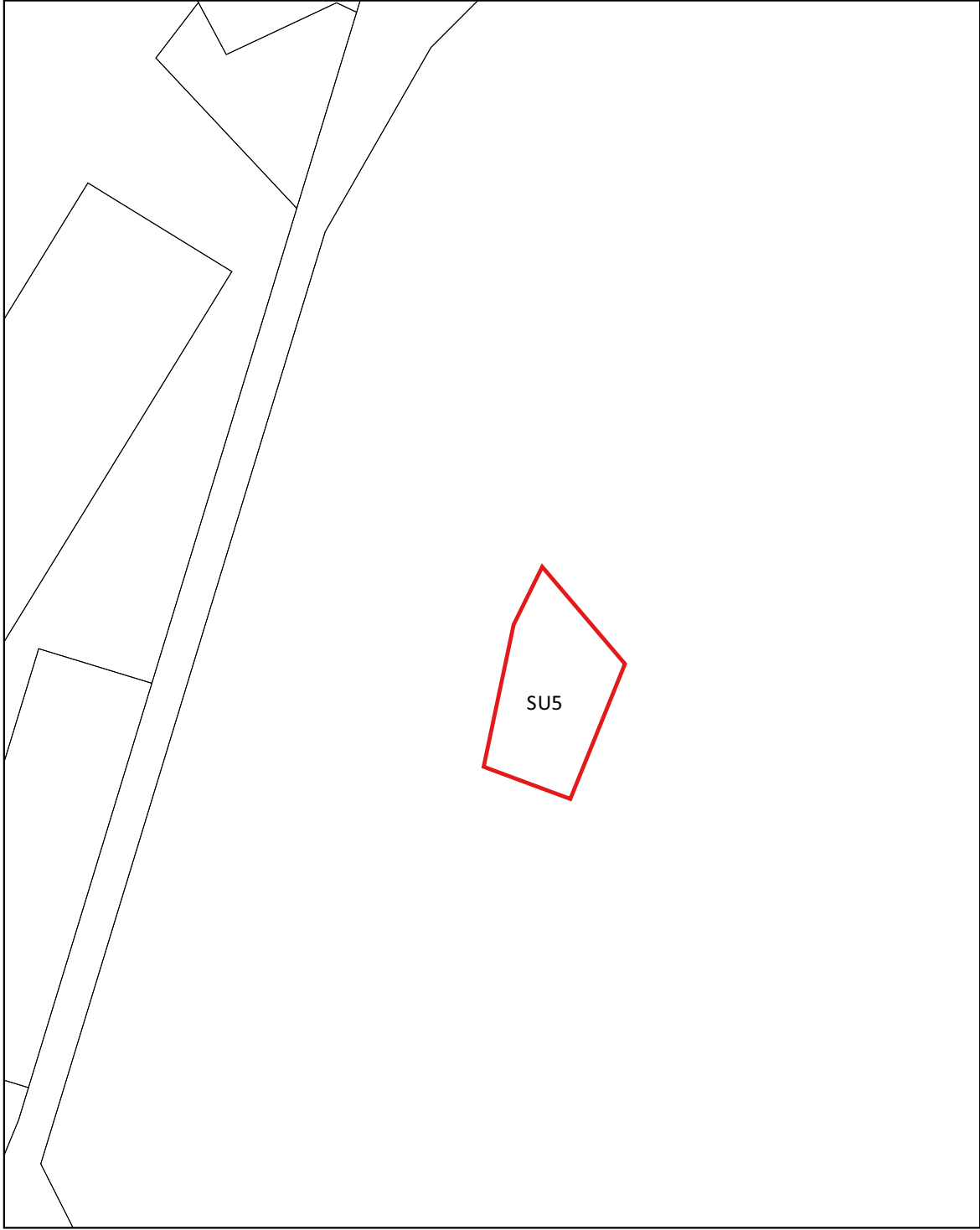


0	12/12/12	This is the note
NUMBER	DATE	DESCRIPTION
REVISION TABLE		

DESIGN PRELIMINARY UNLESS SIGNED	DRAWN		GW	DESIGNED		GW	 Poinciana Street Tom Price WA 6751 Ph. 9188 4444	PROJECT TITLE		PROJECT TITLE LINE 1		SCALE	DATE	REV No.	
	SURVEY		GW	CHECKED				PROJECT TITLE LINE 2		1:2000	XX-XX-200X	0			
	Datum:		Approx MGA. Zone 50. A.H.D.			Orig. Size A3		SHEET TITLE		XXXXXXX - DWG XXX					
	Horizontal:							SHEET TITLE							
TROY DAVIS Executive Manager of Infrastructure Services		Vertical:													



EXISTING ZONING



PROPOSED ZONING

LEGEND

Special Use Area
OTHER

Special_Control_Areas

ONSLOW AIRPORT HEIGHT RESTRICTIONS AREA - SCA
'ONSLOW STRATEGIC INDUSTRIAL BUFFER - SCA

LOCAL SCHEME RESERVES

- CONSERVATION, RECREATION & NATURE LANDSCAPE
- DISTRICT ROAD
- PUBLIC PURPOSES
- OTHER PURPOSES
- INDUSTRY
- RURAL
- RURAL LIVING

Proposed Scheme Amendment
Onslow Airport



Scale = 1:7,500 @A3

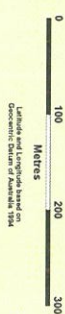
PART B

WAD6208/1998 (WC97/089)

FIRST SCHEDULE - ATTACHMENT

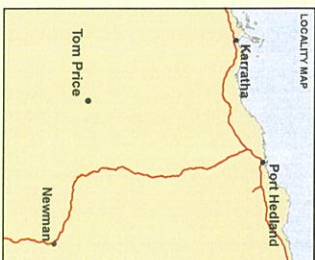
ENLARGEMENT 3

- LEGEND
- WAD6208/198 Eastern Gurrma Part B (WC97/089)
 - Land Tenure as at 29 June 2012
 - Section 47B NTA Areas
 - Areas where Native Title Does Not Exist



DATA SOURCE
 derived from Landy

Cadastral archive information sourced from Landgate Spatial Cadastral Database	
Administrative boundaries are sourced from the Landgate Administrative Boundaries	
Topographic data sourced from the PASM Dataset.	
Road names sourced from Landgate Road Centreline Database.	
Mining Tenement data from DMP. Data requires control mid.dmp; ex.p, Pitcheau data sourced from DMP. Data requires control pitcheau.marp; dmp.p, Coalfields and storerooms are interpreted from aerial photography or recorded from ground observations	
Local Authorities terminate at Low Water Mark (LWM) unless otherwise specified	
Pastoral Leases terminate 40 metres above High Water Mark (HWM) unless otherwise specified	
Blended shales are Unblended Ore Laid (UOL) unless otherwise specified	

[illegible]

NATIVE TITLE SPATIAL SERVICES

PRODUCED 08/08/2011

Street address: 1 Midland Square, Midland, WA 60501
Postal address: PO Box 2222, Midland, WA 6036
Tel: (08) 9273 7391 Fax: (08) 9273 7615
E-mail: nhs@landgate.wa.gov.au
Internet: www.landgate.wa.gov.au

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AREA CALC	
ELEMENT	AREA, m^2 =
EXISTING LOT 3001	23196 m^2
(a)	+ 63 m^2
(b)	- 72 m^2
(c)	+ 551 m^2
(d)	- 32 m^2
(a) + (c)	+ 623 m^2 GAIN IN BOUNDARY ADJUSTMENT TO LOT 3001
(b) + (d)	- 104 m^2 LOST IN BOUNDARY ADJUSTMENT TO LOT 3001
ADJUSTED LOT 3001	23719 m^2

ONSLow - CARAVAN PARK	
ELEMENT	REC AREA (m²) =
EXISTING LOT 3001	23155 x 0.1 = 2315.5m² (5555 m² = 7.13%)
ADJUST LOT 3001	23713m² x 0.1 = 2371.3m² (2750 m² = 11.59%)

NOTE: BY ADJUSTING THE BOUNDARY OF LOT 3001 AS SHOWN THE REQUIRED RECREATIONAL AREA (OF 10% OF OVER SITE) WILL BE MET

[illegible]